



CITY OF NEWPORT BEACH PARKS, BEACHES & RECREATION AGENDA

CITY COUNCIL CHAMBERS – 3300 NEWPORT BOULEVARD
TUESDAY, December 4, 2012 – 6PM

PB&R Commission Members:

Kathy Hamilton, Chair
Tom Anderson, Vice Chair
Ron Cole
Roy Englebrecht
Phillip Lugar
Marie Marston
Jack Tingley

Staff Members:

Laura Detweiler, Recreation & Senior Services Director
Mark Harmon, Municipal Operations Director
Sean Levin, Recreation Superintendent
Teri Craig, Administrative Assistant

1) CALL MEETING OF THE PARKS BEACHES AND RECREATION COMMISSION TO ORDER

2) ROLL CALL

3) NOTICE TO THE PUBLIC

Public comments are invited on agenda items generally considered to be within the subject matter jurisdiction of the PB&R Commission. The City provides a yellow sign-in card to assist in the preparation of the minutes. The completion of the card is not required in order to address the PB&R Commission. Speakers must limit comments to three (3) minutes. Before speaking, we invite, but do not require, you to state your name for the record. The PB&R Commission has the discretion to extend or shorten the speakers' time limit on agenda or non-agenda items, provided the time limit adjustment is applied equally to all speakers. As a courtesy, please turn cell phones off or set them in the silent mode.

4) CONSENT CALENDAR

All matters listed under Consent Calendar 4A-4D are considered by the PB&R Commission to be routine and will all be enacted by one motion in the form listed below. The Commission Members have received detailed staff reports on each of the items recommending approval and there will be no separate discussion of these items prior to the time the Commission votes on the motion unless members of the Commission, staff, or the public request a specific item to be discussed and/or removed from the Consent Calendar for separate action. Members of the public who wish to discuss a Consent Calendar item should come forward to the lectern upon invitation by the Chair.

A. Minutes of the October 2, 2012 regular meeting.

Recommendation: Waive reading of subject minutes, approve and order filed.

B. Parks & Operations Division Activity Report.

Recommendation: Receive/file monthly Activity Report for activities and upcoming projects.

C. Recreation & Seniors Services Activity Report.

Recommendation: Receive/file monthly Activity Report for activities and upcoming projects.

D. Reforestation Request – Harbor View Hills South HOA

Recommendation: Approve request to remove and replace one City Carrotwood tree at 3719 Park Green Drive.

5) CURRENT BUSINESS

A. Special Tree Removal – Groves Bike Trail

Recommendation: Recommend removal of 54 Special City Trees – Blue Gum located along the Groves Bike Trail. These trees are listed under Landmark Trees,

B. Reforestation Request – Cliff Drive Park

Recommendation: Recommend approval of reforestation request of the applicants of the Cliff Drive Park area and San Bernardino Avenue to remove and replace four City trees of various species within Cliff Drive Park.

C. Reforestation Request – Port Theater

Recommendation: Recommend the reforestation request from the Port Theater to remove and replace a City Hong Kong Orchid tree at 2905 East Coast Highway.

This Parks, Beaches & Recreation Commission is subject to the Ralph M. Brown Act. Among other things, the Brown Act requires that the Parks, Beaches & Recreation Commission agenda be posted at least seventy-two (72) hours in advance of each regular meeting and that the public be allowed to comment on agenda items before the Parks, Beaches & Recreation Commission and items not on the agenda but are within the subject matter jurisdiction of the Parks, Beaches & Recreation Commission. The Parks, Beaches & Recreation Commission may limit public comments to a reasonable amount of time, generally three (3) minutes per person.

It is the intention of the City of Newport Beach to comply with the Americans with Disabilities Act ("ADA") in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the City of Newport Beach will attempt to accommodate you in every reasonable manner. If requested, this agenda will be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Please contact the Parks, Beaches & Recreation Commission Secretary at least forty-eight (48) hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible at (949) 644-3151 or recreation@newportbeachca.gov.

6) **PARKS, BEACHES & RECREATION COMMISSION / STAFF ANNOUNCEMENTS, UPDATES OR MATTERS WHICH MEMBERS WOULD LIKE PLACED ON A FUTURE AGENDA FOR DISCUSSION, ACTION OR REPORT (NON-DISCUSSION ITEM)**

7) **PUBLIC COMMENTS ON NON-AGENDA ITEMS**

Public comments are invited on **non-agenda** items generally considered to be within the subject matter jurisdiction of the PB&R Commission. Speakers must limit comments to three (3) minutes. Before speaking, we invite, but do not require, you to state your name for the record. The PB&R Commission has the discretion to extend or shorten the speakers' time limit on non-agenda items, provided the time limit adjustment is applied equally to all speakers.

8) **ADJOURNMENT**

**Parks, Beaches & Recreation Commission
Regular Meeting
October 2, 2012 – 6pm**

1) CALL MEETING TO ORDER – 6:00 p.m.

2) ROLL CALL

Present: Kathy Hamilton, Chair
Tom Anderson, Vice Chair
Ron Cole
Roy Englebrecht
Phillip Lugar
Marie Marston
Jack Tingley

Staff: Laura Detweiler, Recreation and Senior Services Director
Mark Harmon, Municipal Operations Director
Sean Levin, Recreation Superintendent
Sonia Villalvazo, Department Assistant

3) NOTICE TO THE PUBLIC

4) CONSENT CALENDAR

A. Minutes of the September 4, 2012 regular meeting.

Recommendation: Waive reading of subject minutes, approve and order filed.

B. Parks & Operations Division Activity Report.

Recommendation: Receive/file monthly Activity Report for activities and upcoming projects.

C. Recreation & Seniors Services Activity Report.

Recommendation: Receive/file monthly Activity Report for activities and upcoming projects.

Motion by Commissioner Marston, to approve the Consent Calendar, as presented. Motion carried by acclamation.

5) CURRENT BUSINESS

A. Proposed Community Emergency Preparedness Supply Storage Container within Irvine Terrace Park

Superintendent Levin presented details of the report including background and previous meetings and addressed the need for an encroachment permit to allow Irvine Terrace Community Association to install a Community Emergency Preparedness Supply Storage Container within Irvine Terrace Park. Because the recommended location is a park, the item is being presented to the Commission for review and consideration. He noted that this request is unique in that the Irvine Terrace Community Association has no place to install the proposed container within their property and the ability to place the container in a nondescript area with no impact to views or open space.

Discussion followed regarding the proposed location for the container, whether the container will be higher than the wall. Superintendent Levin affirmed that it will be higher than the wall but stated there are trees that will screen the container.

Ensuing discussion pertained to vehicular and pedestrian access to the container, the size of the container and security. Discussion followed regarding the possibility of screening the container, like similar containers within the City and efforts to shield the container from view from Pacific Coast Highway.

In response to an inquiry from Commissioner Marston regarding the agreement, Senior Civil Engineer Dave Keely reported that the agreement will last as long as the City is willing to allow the container and that the City may terminate it at any time.

Discussion followed regarding the responsibility for maintaining the container and whether the HOA will pay for the trees to screen the container, if necessary. Director Harmon reported that he would commit to meet with staff and the HOA to determine the type of screening necessary. HOA representative Brian Jones committed to pay for any landscaping deemed necessary to screen the container.

Mr. Jones stated that the Fire Department will have access to the container.

Commissioner Lugar noted the need to screen the container since it would be viewed from Pacific Coast Highway.

Chair Hamilton opened the public discussion.

Jim Mosher commented on the conditions set by the HOA within the agreement and the design of the wall.

Chair Hamilton closed the public discussion.

Motion by Commissioner Englebrecht, to forward their recommendation of an encroachment permit to allow Irvine Terrace Community Association to install a Community Emergency Preparedness Supply Storage Container within Irvine Terrace Park to the City Council. Motion carried by acclamation.

B. Special Tree Removal – 320 Evening Canyon Road

Staff presented details of the report noting that the recommendation to remove two Special City Trees because of the severe decay and safety concerns. City Arborists reviewed the condition of the trees and recommend removal. They will be replaced with the same types of trees and staff will act to mitigate the potential wide crawl of the trees. Staff noted that the Coral trees are pruned every year to eliminate limb failure.

Discussion followed regarding the rate of growth of the specific type of tree and removal of root structures.

Chair Hamilton opened the public discussion.

Jim Mosher suggested that cost consideration be given in the future regarding the selection of appropriate trees.

Chair Hamilton closed the public discussion.

Motion by Commissioner Lugar to recommend removal of two Special City Trees – City Erythrina caffra (Kaffirboom Coral) located adjacent to 320 Evening Canyon Road. Motion carried by acclamation.

6) PARKS, BEACHES & RECREATION COMMISSION / STAFF ANNOUNCEMENTS, UPDATES OR MATTERS WHICH MEMBERS WOULD LIKE PLACED ON A FUTURE AGENDA FOR DISCUSSION, ACTION OR REPORT (NON-DISCUSSION ITEM)

Commissioner Anderson commented on the progression of the Irvine Avenue project and wondered regarding the status of the proposed palm trees.

Director Harmon provided an update of the project and reported that staff is waiting on delivery of the date palm trees. Shrubs will be installed next week and staff anticipates completion of the project in mid-November.

In response to Commissioner Tingley's inquiry regarding possible educational opportunities with the nearby school, Director Harmon affirmed that staff will be committed to talk about the project with the school.

7) PUBLIC COMMENTS ON NON-AGENDA ITEMS

Jim Mosher commented on parkways and right-of-ways along public streets noting that often political signs are placed there. He expressed concerns regarding the proliferation of political signs and questioned the City's policies on allowing these on parkways.

Director Harmon reported that it is illegal, at any time, in the City of Newport Beach to place signs on public parkways, but that the City of Costa Mesa allows them.

Discussion followed regarding the property line between Costa Mesa and Newport Beach and removal of signs after the election season is over.

Director Harmon reported that candidates are responsible for removing signs within a certain amount of time after the election.

In response to an inquiry from Commissioner Lugar, Mr. Mosher provided the location of the signs observed.

Discussion followed regarding enforcement of the sign ordinance and removal of signs.

Bruce Hensley requested that the Commission consider discussing removal of the time limitations of play on the volleyball court at China Cove Beach. He stated that the reason cited was because the beach is too crowded and asserted that it is not the case.

Art Kish Costa Mesa, spoke in support of Mr. Hensley's request and noted that volleyball players strive to be cooperative and inclusive.

Sandy McDougal spoke in support of the previous speakers stating that the beach should be used as other public beaches in Newport Beach and asked that the restrictions on allowable play times be rescinded.

Steve Vrebalovich spoke in support of lifting the prohibited hours of play so that players may use the courts during daylight hours. He noted that the information used to develop the restrictions is dated and that the beach is not crowded during the hours of 11:00 a.m. to 3:00 p.m. He felt that when new information is available, it is appropriate to reconsider the matter and asked that the Commission place the matter on a future agenda. He reported speaking with Superintendent Levin regarding complaints from residents relative to the use of the courts and was informed that there have been no complaints in the last two years.

Dan Purcell reported that the beach has become a nicer area, stated that there are adequate volleyball facilities in the City and suggested new locations for volleyball courts. He opined that volleyball players can be intimidating to others and that other locations can be found for volleyball and he would be in favor of its removal.

It was noted that for the Commission to discuss the item, it must be placed on a future agenda.

A straw vote of Commissioners resulted in a vote of 4 – 3 against placing the matter on a future agenda. The item will not be placed on a future agenda.

8) ADJOURNMENT — 6:49pm

Submitted by: _____
Sonia Villalvazo, Department Assistant

Approved by: _____
Kathy Hamilton, Chair



Municipal Operations Department

PB&R Commission Agenda

Item No. 4B

December 4, 2012

TO: Parks, Beaches and Recreation Commission

FROM: Parks and Trees Maintenance Superintendent
Operations Support Superintendent

SUBJECT: *September/October Parks and Trees, and Operations Support Divisions Activity Report*

Parks Maintenance Division Activities

Parks Maintenance Division staff continues working with the Public Works and the Recreation and Senior Services Departments on numerous projects in the planning and construction phases.

Projects currently underway:

Jamboree Road Widening – Phases I and II	Bitterpoint Pump Station
Sidewalk, Curb and Gutter Contract - various locations	Civic Center
Upper Buck Gully trail	China Cove Slope Stabilization
Irvine Avenue, Westcliff to Dover	Bristol Street North Landscape - complete
19 th Street Tide Valve	I Street median

Projects that are in the planning phases:

Sunset Ridge Park	Bristol Street South Landscape
Marina Park	Dover Drive Median
CDM left turn lane adjustments at Marguerite	Lido Village and existing City Hall site
CDM Entrance at MacArthur Blvd	Balboa Blvd medians
Irvine Terrace Park CERT storage	Playground donation at Balboa Blvd and Miramar Street
Cypress Street End	Sea wall repair at 37 th and Lake

In an effort to enhance the Irvine Avenue median, City staff, with public input, coordinated the installation of African Tulip and Date Palm trees. Installation completion is scheduled for next week, with other enhancement activities to continue.



Recently, the Parks Division coordinated with West Coast Arborists in the installation of a replacement Mediterranean Fan Palm on Newport Boulevard, just South of Industrial Road. The replacement was necessitated due to a traffic accident that destroyed the previous palm. The large, approximately 60-inch box, specimen was field grown at West Coast Arborist's wood yard and provided to the City at a discounted, 48-inch box rate, of \$1,310.00.



Additionally, in the past month, the Parks Division completed the final phase of a landscape renovation on the Spyglass Hill Road parkways from San Miguel Drive to El Capitan Drive. Plant materials were selected based on their drought-tolerance, ease of maintenance, and overall beauty.



Trees Division Activities

Month of:	Trees Trimmed	Trees Removed	Trees Planted
September	1,527	25	22
October	2,445	32	9

As part of the City's overall grid and annual trimming schedule, the City's tree service contractor pruned trees within the Spyglass Hill and Buffalo Ranch areas. Additionally, annual pruning palm and coral trees are occurring throughout the City.

The attached Tree Activity Report summarizes requests and field activities performed during the past months.

Beach Maintenance Activities

Removal of Inlet Guards

Recently, the Storm Drain Maintenance Crew removed 435 inlet guards in front of catch basins on Balboa Boulevard, Balboa Island, and portions of Coast Highway in West Newport and Corona Del Mar to minimize the potential for flooding during the winter/rainy season. The program was implemented ten years ago, and the inlet guards have proven to be one of the best structural improvements that the City has made in order to improve water quality and to keep trash and other debris from entering into our harbor and ocean during the dry spring and summer months.

See attached Municipal Operations Department, Activities Report for September and October 2012.

Submitted by:



Dan P. Sereno, Superintendent
Parks and Trees Maintenance



James L. Auger, Superintendent
Operations Support

Attachments: (A) Tree Activity Report 2012-2013
(B) Municipal Operations Department, September and October 2012
Activities Reports



Municipal Operations Department

Parks and Trees Division Reforestation and Tree Removal Activity Report Fiscal Year 2012-2013

	July	August	September	October	November	December	January	February	March	April	May	June	Total
Tree Removals	14	5	18	31									68
Emergency Tree Removals	0	0	0	1									1
Reforestation Tree Removals *	0	0	7	0									7
Problem Tree Removals	0	0	0	0									0
Total Removals													76

Trees Planted	2	0	2	1									5
Replacement Trees	16	11	20	8									55
Reforestation Requests	0	0	0	0									0
Reforestation Approved	0	0	0	0									0
Removal Requests	0	0	0	0									0

* September - 7 trees removed at Quiet Cove due to approved Reforestation by HVHS HOA



Municipal Operations Department

Parks and Trees Division Fiscal Year 2012-2013

Problem Tree Removals

Month	# Trees	Location(s)
July-12	0	
August-12	0	
September-12	0	
October-12	0	

Reforestation Tree Removals

Month	# Trees	Location(s)
July-12	0	
August-12	0	
September-12	7	Quiet Cove
October-12	0	

Replacement Trees

Month	# Trees	Location(s)
July-12	16	
August-12	11	
September-12	20	
October-12	8	

Municipal Operations Department - General Services Divisions - Activities Report - September 2012	This Month	This Month Last Year	Total To Date	TTD Last Year
Asphalt/Concrete				
Street Patching (Tons of Blacktop)	91	180	396	670
Sidewalk Repaired (sq. ft.)	3,520	2,401	10,076	8,966
Curb & Gutter Replacement (lin. ft.)	85	46	607	347
Sweeping, Beach Cleaning, Demo Materials (tons)	258	393	940	988
Asphalt/Concrete Recycled (tons)	144	326	488	910
Signs & Traffic Markings				
Signs Made	2	0	317	237
Signs Installed	120	226	484	600
Decals	0	5	4,241	6
Special Purpose Signs/Banners Made	99	6	224	25
Street Striping (lin. ft.) Added/Replaced	35	4,238	279,900	74,888
Pavement Markings (including reflective)	3	24	482	141
Parking Stalls	0	81	0	92
Curb Painting (lin. ft.)	7,024	552	16,789	17,057
Thermoplastic (lin. ft.)	0	0	8,312	0
Sign Posts Installed	18	7	56	47
Graffiti				
Graffiti Incidents Removed by Staff	35	15	80	31
Graffiti Incidents Removed by Contractor	337	56	1,288	233
Refuse Collection				
Residential (tons)	2,600	2,798	8,743	8,839
Liquid HazMat Incidents	13	18	58	50
E-Waste Incidents	2	2	15	10
U-Waste Incidents	7	3	15	22
Recyclables (tons)	1,290	1,161	3,866	3,687
Trees				
Trimmed by Staff	12	11	41	30
Trimmed by Contractor	1,515	913	2,621	4,545
Removed	25	117	44	142
Planted	22	8	51	15
Roots Pruned by Contractor	0	0	0	14
Roots Pruned by Staff	9	0	27	10
Automotive				
Repairs	110	130	360	573
Preventive Maintenance Completed	55	57	195	187
PM Labor Hours	130	140	406	488
Beach Maintenance				
Beach Area Refuse (tons)	120	122	518	529
Beach Debris (tons)	42	82	197	233
Sweeping/Storm Drain				
Gutter Miles Swept	2,906	3,406	9,436	10,806
Sweeping Debris (cubic yards)	448	594	1,403	1,943
Storm Drain Debris (cubic yards)	144	174	220	222

Municipal Operations Department - General Services Divisions - Activities Report - October 2012	This Month	This Month Last Year	Total To Date	TTD Last Year
Asphalt/Concrete				
Street Patching (Tons of Blacktop)	175	180	571	850
Sidewalk Repaired (sq. ft.)	2,665	3,920	12,741	12,886
Curb & Gutter Replacement (lin. ft.)	348	153	955	500
Sweeping, Beach Cleaning, Demo Materials (tons)	328	236	1,268	1,224
Asphalt/Concrete Recycled (tons)	240	256	728	1,166
Signs & Traffic Markings				
Signs Made	51	21	368	258
Signs Installed	66	202	550	802
Decals	0	4	4,241	10
Special Purpose Signs/Banners Made	17	10	241	35
Street Striping (lin. ft.) Added/Replaced	48,461	73,330	328,361	148,218
Pavement Markings (including reflective)	98	104	580	245
Parking Stalls	2	0	2	92
Curb Painting (lin. ft.)	6,213	8,504	23,002	25,561
Thermoplastic (lin. ft.)	495	0	8,807	0
Sign Posts Installed	16	17	72	64
Graffiti				
Graffiti Incidents Removed by Staff	15	10	95	41
Graffiti Incidents Removed by Contractor	352	55	1,640	288
Refuse Collection				
Residential (tons)	2,835	2,522	11,579	11,362
Liquid HazMat Incidents	22	19	80	69
E-Waste Incidents	6	2	21	12
U-Waste Incidents	7	9	22	31
Recyclables (tons)	1,177	1,049	5,043	4,736
Trees				
Trimmed by Staff	6	13	47	43
Trimmed by Contractor	2,439	807	5,060	5,352
Removed	32	59	76	201
Planted	9	23	60	38
Roots Pruned by Contractor	0	0	0	14
Roots Pruned by Staff	10	2	37	12
Automotive				
Repairs	107	95	467	668
Preventive Maintenance Completed	74	72	269	259
PM Labor Hours	152	150	558	638
Beach Maintenance				
Beach Area Refuse (tons)	87	83	605	612
Beach Debris (tons)	92	62	289	295
Sweeping/Storm Drain				
Gutter Miles Swept	3,233	3,276	12,669	14,082
Sweeping Debris (cubic yards)	503	467	1,906	2,410
Storm Drain Debris (cubic yards)	62	81	282	303

**Recreation Services
Monthly Activities Report**

To: Parks, Beaches & Recreation Commission
From: Sean Levin, Recreation Superintendent
Re: Recreation Division Monthly Activities Report



24TH ANNUAL NEWPORT BEACH SURF CHAMPIONSHIP



The 24th Annual Newport Beach Surf Championships were held Oct 29-30, 2012 at 56th Street beach with 130 participants ages 9 to 45 years old. Everyone enjoyed summer like weather conditions and great waves. Special thanks to Arnette and Jacks Surfboards, event sponsors as well as Darren Brilhart who partners with the City to manage and provide this event for the community. First place winners received a custom surfboard from "Dano" Surfboards.

IT'S KICKOFF TIME—HEADS OR TAILS??

The 2013 Flag Football program featuring 21 teams with over 250 participants grades 3-6 has been a rousing success on Friday nights at Bonita Creek Park. The action will continue through Friday, November 30, with our league championship games. The fun will continue the week of December 3rd with the City of Newport Beach hosting the 5th and 6th grade division Southern California Municipal Athletic Federation Championships with teams coming from as far away as Blythe!



NEWPORT COAST COMMUNITY CENTER

Jennifer Schulz, the new Recreation Coordinator at Newport Coast Community Center began in October. Jen joins the team from the Fire Department and will be assisting with the operations at NCCC as well as the Aquatics Program.



A CELEBRITY!

Michelle Clemente Marine Protection and Education Supervisor was featured in the August issue of *Coast* magazine. The article features Michelle's very interesting office décor at Big Corona beach, such as an octopus named Mitch. The article is on page 34 of this month's issue!



<http://www.webpublished.com/gallery/view.asp?seq=198342&path=120917182136>



BIG WEEK AT BUCK GULLY

The final touches to the trail were completed in October by the Irvine Ranch Conservancy with the installation of the new gate at 5th and Poppy, three benches and cable railing on the culvert to increase safety. State Project Officer Melinda Steinert toured the project and gave the final seal of approval for the Habitat Conservation Fund Grant.

PRESCHOOL 101 PROGRAM:

The Preschool program this year is off to a great start! Not only have we seen growth in participation, but also in learning progression! During summer, staff met with the Newport Mesa School District and aligned the curriculum with the new Houghton Mifflin Pre-K learning functions used in Newport-Mesa Kindergarten. Participants are showing rapid acceleration in knowledge of letters and numbers and have received numerous compliments from parents and teachers!



October is always a fun month in the Preschool Programs as Halloween festivities bring princesses, skeletons, witches, and dinosaurs to the sites!



FOCUS ON FITNESS!

The Recreation Department is gearing up for winter classes scheduled to begin in January. The *Newport Navigator* is getting the finishing touches on a design to highlight a variety of fun and unique fitness classes. There is no better way to start off the year, than focusing on being healthy and fit! Classes vary in intensity and range from dance fitness, piloxing, and instructor led personal fitness coaching.



ON OUR WAY...

The Recreation Department's Marine Protection & Education division, California Department of Fish and Game (DFG) and Newport Bay Conservancy (NBC) are collaborating in the construction of a mobile aquarium, to conduct field trips with live marine animals within 25 miles of the Back Bay Science Center (BBSC) in Newport Beach, and to Little Corona to act as a tidepool interpretive center. A new custom-built vehicle is being constructed for three touch tanks and one viewing tank along with associated life support systems. The vehicle is funded by grants received by the City and NBC.



This is a very important step in the protection of the tidepools at Little Corona. On holidays and every day during the summer, thousands of people visit the tidepools. The objective is to offer tidepool visitors a chance to touch, explore, and learn about our intertidal

organisms, but to also help protect our tidepools. By having this very special vehicle, we will provide people the opportunity to touch and learn before they come down to the rocks.

In early November MOD Equipment Maintenance Superintendent Kyle Brodowski, Recreation Manager Janet Cates, and Marine Protection Supervisor Michelle Clemente drove to Torrance to check on the project's status and are happy to report that the selected Izusu truck with a 16 ft. box is progressing nicely!

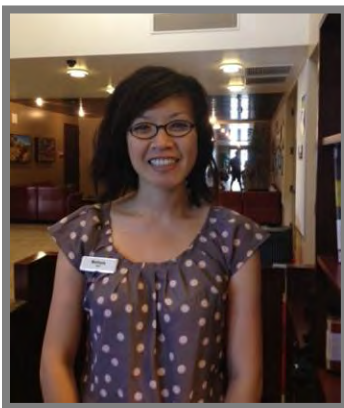
Once modifications to the truck box are complete, work will begin on the aquaria. Concurrently staff is working on programming plans and animal husbandry manuals. The final stages include wrapping the truck with bright graphics and then moving animals into the tanks. Staff hopes to be ready to share the new Traveling Tidepool vehicle in late spring or early summer.



MEMORIAL BIKE RIDE

In honor of the bicyclists that were killed and injured recently in Newport Beach, a Memorial Bike Ride was planned and organized by Councilwoman Leslie Daigle and volunteer April Morris in October. Over 1200 riders participated in the successful event.

NEWPORT COAST COMMUNITY CENTER



The Department congratulated Melissa Louie, new Office Assistant at Newport Coast. Melissa has been working the front desk at the Center as a Recreation Leader and at the after school programs. Congratulations, Melissa on your promotion!

AQUATICS

The Department congratulates pool lifeguard and swim instructor, Elissia Schilling for her achievements as a varsity water polo player at Newport Harbor High School. Elissia, a senior, has committed to playing for UCLA next year was a first-team All-Sunset League and first-team All-CIF Southern Section Division 1 selection last year for the Sailors. Elissia taught swim lessons for the City this past summer and continues to lifeguard during the school year. Congratulations, Elissia!



PARK PATROL

Requested calls are assigned visits by staff or schedule or phone requests. Customer Contacts are the number of times they stopped and spoke to customers other than requested calls. Due to the timing of the meeting, these monthly summaries will be two months behind (i.e. in June you will receive April summary). During the month of **September/October**, Park Patrol had the following number of contacts:

1. Requested Calls

- 217 with Youth Sports Groups
- 40 Field related issues/checks
- 23 Park/Picnic/reservation issues/checks
- 179 Community Center issues/checks
- 65 Playground checks
- 49 other

2. CDM Beach Contacts

- 72 BBQ's
- 57 Tents
- 21 Charcoal

3. Event Checks

- 5 Pre-event check
- 1 Post-event check

4. Public Contacts

- 350 education
- 32 alcohol
- 273 dog related

NOV Written Warnings Issued – 14 (illegal parking, alcohol and dog off leash)

Citations Issued – 1 citation issued private training at West Newport Park; 2 parking citations issued West Jetty View Park and Bob Henry Park, respectively.

FACILITY RENTALS & SPECIAL EVENT PERMITS

During the period of Sept 16 – Nov 16, 2012 there were:

- 28 Picnic/Park Area Rentals
- 15 Room Rentals
- 4 Field Rentals
- 6 Gym Rentals

As of November 15, 2012, there were 223 Special Event Permits processed and issued for the year. Those events of note for this period are:

CdM Chamber Sandcastle Contest: CdM Beach, October 7, 2012 - Attendance: 1500

Harbor Heritage Run: NHHS and surrounding streets, October 13, 2012 - Attendance: 1000

Balboa Theater Beach Festival: Peninsula Park, October 13, 2012 - Attendance: 1500

Pacific Sports Triathlon: Newport Dunes, October 21, 2012 - Attendance: 1000

NB Memorial Ride: Fashion Island, October 28, 2012 - Attendance: 1500

Fashion Island Tree Lighting: Fashion Island, November 13-14, 2012 - Attendance: 5000 per night

Senior Services Monthly Activities Report

To: Parks, Beaches & Recreation Commission

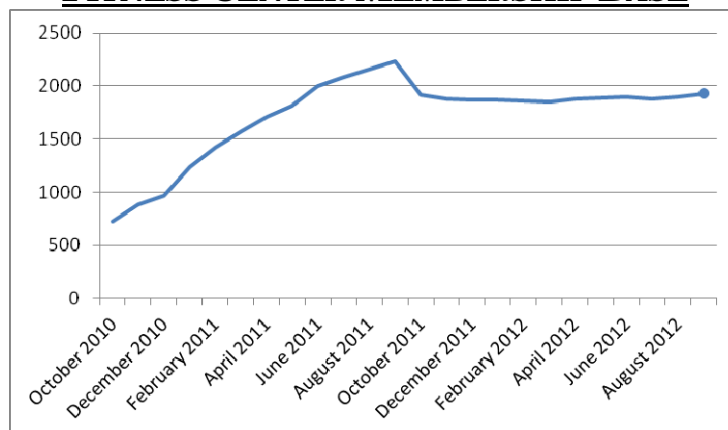
From: Celeste Jardine-Haug, Senior Services Manager

Re: Senior Services Division Monthly Activities Report

OASIS FITNESS CENTER UPDATE:

The Center has 1,928 fitness center members. The fitness center saw 5,396 users in September 2012, an increase from Sept 2011 (5,275) and Oct 2010-11's average (5,091), the first full membership year. Personal training continues to show growth bringing in \$15,420 in revenue and providing 293 sessions to members in the month of September.

FITNESS CENTER MEMBERSHIP BASE



EVENTS AT OASIS

October

- **Flu Shot Clinic** - The Hoag Hospital Department of Community Health in cooperation with OASIS provided free flu shots..
- **League of Women Voters** – The Nonpartisan League of Woman Voters speakers presented PROS & CONS for 10 ballot measures.
- **Top Ten Myths About Social Security** - Frank Van Nostrand, Public Affairs Specialist presented an informative discussion on the misconceptions about Social Security.
- **How To Keep Gambling Fun** - Gambling is the number one social activity for adults over 65. Suzanne Koch Eckenrode, MFT discussed this popular source of entertainment and how to keep gambling “low risk” and fun and how to see the warning signs of problem gambling.
- **Social Events** - Oktoberfest was celebrated and featured entertainment by the Main Street Oompah Band

November

- **Thanksgiving luncheon** was provided on November 21 and featured the Firehouse Stompers Dixieland Band.
- **Bone Density Screening** - Greater Newport Physicians Medical Group provided free bone density screening an excellent way for people to get a baseline if they have never had a bone density screening.

- **Charitable Giving Projects** - The holiday charitable giving projects begin with Social Services Supervisor Vicki Chin in charge. Canned food will be collected for SOS holiday meals, handmade lap robes for members who have moved to nursing homes, handmade knit hats for the homeless which are donated to SPIN and gift baskets for the homebound members.
- **Health Programs** – With Medicare and Medicare part D enrollment due eight counselors from HICAP (Health Insurance Counseling and Advocacy Program) were on hand to help senior select the best plan to fit their needs.

INTERGENERATIONAL PROGRAM

OASIS Staff are assisting Sage Hill High School students by allowing them to do some of their special projects at the Senior Center. Each year Sage students are involved in what they call Service Learning. They are tasked with coming up with something that will give back to the community.

The first group of gifted senior high school students is creating a montage of people's stories to provide a greater understanding of others around them, and hopefully a more connected community. Twenty seniors were interviewed on film. The students have promised to share the film with us when it is completed.

The second group of high school students consists of talented young female dancers who will provide a short performance on four different occasions and teaching dance steps to the group.

SEPTEMBER & OCTOBER 2012 OASIS UTILIZATION REPORT

PARTICIPANTS ATTENDING

30,252 CUSTOMERS

RECREATIONAL CLASSES

6,253 CUSTOMERS

FITNESS CENTER

11,336 CUSTOMERS

PERSONALIZED SERVICES PROVIDED

5,163 CUSTOMERS

Includes:

Blood Pressure	82
Counseling-persons	100
Eldercare	13
Employment	40
HICAP	35
Housing counseling	55
Information and Referral	4000
Legal Assistance	17

Rental Inquiries	47
Rentals (Paid)	15
Senior Assessment(hrs)	95
Telephone Reassurance	420
Visual Screening	3
Taxes (Seasonal)	0
Flu Shots	241

SENIORS RECEIVING TRANSPORTATION SERVICES

2,266 RIDERS

Care-A-Van/Shuttle

CUSTOMERS RECEIVING NOON MEALS @ THE CENTE

3,746 CUSTOMERS

*includes meals on wheels

VOLUNTEER SERVICES PROVIDED AT THE CENTER

2,416 HOURS

Includes:	Kitchen & Home Delivered Meals
Front Office	Travel Office
Gift Shop	Library
Instructors	President
Treasurer	Vice President
Bookkeeper	Taxes

(*equiv. to 9 full-time employees)

PARTICIPANTS IN FRIENDS OF OASIS TRAVEL

211 CUSTOMERS

Day Trips

Apple Farm in By Rail	10
Apple Country in Oak Glen	50
Harrahs Casino	52
Jet Propulsion Lab	50

Long Trips

Death Valley	13
Laughlin Riverside Casino	36

SPECIAL EVENTS/SCREENINGS/LECTURES

1,277 PERSONS

Trail Trekkies	36
OASIS Golfers	140
Computer Friends	96
Let's Go Trippin'	120
Big Band Seminar	130
Afternoon Tea	175
Oktoberfest	196
Movie "The Artist"	70
Movie "The Iron Lady"	75

Interpersonal Relationships	10
Roadmap to Medicare	25
Sanwitch Generation	5
Hoag Lecture- Valve Replacement	25
UCI: Aging Eye	82
League of Women Voters	50
Social Security Lecture	20
Long Term Care	16
How to keep Gambling Fun	6



Municipal Operations Department

PB&R Commission Agenda

Item No. 4D

December 4, 2012

TO: Parks, Beaches and Recreation Commission
FROM: Municipal Operations Director
SUBJECT: *Reforestation Request*

Recommendation

Staff recommends that the Parks, Beaches and Recreation Commission consider for approval the reforestation request of the Harbor View Hills South Homeowners Association (HVHS HOA) to remove and replace one City Carrotwood tree at 3719 Park Green Drive.

Discussion

City Council Policy G-1, Reforestation of City Trees requires that individual property owners living within a legally established community association area with mandatory association membership must petition for reforestation through their respective association.

Staff has received a request from the HVHS HOA Board of Directors to remove one City Carrotwood tree at 3719 Park Green Drive. In addition to removing one tree, the applicant, Mr. Robert Shelton, is proposing to incur the cost for the planting of one 36-inch box St. Mary Magnolia (*Magnolia grandiflora* 'St. Mary') within a parkway in the HVHS area.

Mr. Shelton has complied with the requirements of Policy G-1, and has agreed to assume the full cost of the removal and replacement of the City tree, approximately \$681 (\$525 for the required 36-inch box replacement tree, and \$156 for one removal). Staff agrees with the applicant that the current tree, Carrotwood is the incorrect species for the area.

Staff has attached a Tree Inspection Report, Tree Inventory Detail, Reforestation Check List, and photographs related to the request.

The HVHS HOA has received a copy of this report and a notice of the Commission meeting.

Submitted by:

Mark Harmon

Attachments: (A) HVHS HOA Board of Directors Letter of Approval
(B) Tree Removal Request Application
(C) Tree Inspection Report
(D) Reforestation Checklist
(E) Photos
(F) Area Map

HARBOR VIEW HILLS HOMEOWNERS ASSOCIATION

September 18, 2012

City of Newport Beach
Municipal Operations Department
P.O. Box 1768
Newport Beach, CA 92658

Attention Dan Sereno, Park and Tree Superintendent

The Board of Directors of the Harbor View Hills South HOA has approved the enclosed Reforestation application for 3719 Park Green Dr.

The applicant homeowner is committed to pay the costs of tree removal and replacement; the replacement tree will be a Carrotwood and will be planted in a different location.

Adjoining and nearby neighbors concur with this request.

We respectfully request that this matter be heard at the PB&R Commission meeting on October 2, 2012.

Sincerely,

Gary Edwards,
President
Harbor View Hills Homeowners Association

cc John Conway, Urban Forester

% AMMCOR

910 Calle Negocio, Suite 200 San Clemente CA 92673
Office (949) 661-7767 Fax (949) 661-5696



CITY OF NEWPORT BEACH

Municipal Operations Department

Tree Removal or Reforestation Application

Per City Council Policy G-1 (Retention or Removal of City Trees), I am requesting a tree removal(s) to be reviewed by staff and submitted to either the Parks, Beaches, and Recreation Commission for consideration at a future meeting or the appropriate City approving authority. Commission meetings are held on the first Tuesday of each month (except for holidays) at 6:00 p.m. in the Council Chambers.

Indicate the number and specie(s), (if known) of tree(s). One Carrotwood

Located at: 3719 Park Green Dr

Please be as specific as possible

Requestor

<input checked="" type="checkbox"/>	Property Owner
<input checked="" type="checkbox"/>	Community Association
<input type="checkbox"/>	Other

Address/ Phone (Daytime) / Email

<u>(949) 760-0390</u>	<u>-shelwaia@cox.net</u>
-----------------------	--------------------------

Signature: _____ Date: 9-5-12

Print Name: Robert Shelton

If this is a reforestation request proceed to the reverse side of this form

Section A. For Tree Removal Requests Only

Removal Criteria (Check one or more)

Please provide copies of photos, bills, documents or any other related material that will verify the checked items.

☐ Proven and repeated history of damaging public or *private, sewers, water mains, roadways, sidewalks, curbs, walls, fences, underground utilities or foundations.

(*Greater than \$500)

☐ Repeated history of significant interference with street or sidewalk drainage.

☐ Dying Has no prospect of recovery.

☐ Diseased Cannot be cured by current arboricultural methods.

☐ In advanced state of decline with no prospect of recovery.

☐ Hazardous Defective, potential to fail, could cause damage to persons/property upon failure. Assessment by Urban Forester will identify structural defects, parts likely to fail, targets-if fails, procedures and actions to abate.

☐ Beautification Project In conjunction with a City Council-approved City, commercial, neighborhood, or community association beautification program.

Section B. For Reforestation Requests Only

Reforestation is the concept of systematically replacing Problem or All Other Trees which are creating hardscape and/or view problems and cannot be properly trimmed, pruned or modified to alleviate the problem(s) they create, or those which have reached their full life, and are declining in health, or are simply the wrong species of tree(s) for the planted location.

As initiated by:

<input checked="" type="checkbox"/>	Property Owner
<input checked="" type="checkbox"/>	Community Association
<input type="checkbox"/>	Other _____

Check all items applicable:

<input type="checkbox"/>	Tree(s) causing curb, gutter, sidewalk or underground utilities damage.
<input checked="" type="checkbox"/>	Wrong tree species for location
<input type="checkbox"/>	View encroachment
<input type="checkbox"/>	Area has clearly defined contiguous boundaries that include the tree(s) proposed.
<input type="checkbox"/>	Residential communities, neighborhoods, or business organizations who apply for reforestation must submit a petition signed by a minimum of 60% of the property owners within the area defined.
<input checked="" type="checkbox"/>	Areas represented by a legally established community association, may submit a resolution of the Board of Directors formally requesting a reforestation.
<input type="checkbox"/>	Individual property owners must submit a petition signed by a minimum of 60% of a maximum of 30 private property owners (up to 15 contiguous private properties on both sides of the street up to 500' in either direction from the location of the proposed reforestation site) as well as the endorsement of the appropriate homeowners' association, if applicable.

*A request for reforestation requires a written agreement submitted to the Parks, Beaches, and Recreation Commission by the petitioning sponsor (Individual private property owner(s) or group) to pay 100% of the costs of the removal and replacement of the public tree(s) in advance of any removal activity. The actual removal and replanting will be coordinated by the General Services Department using the City tree maintenance contractor.

*There shall be a minimum of a one-for-one replacement of all tree(s) removed in reforestation projects. Replacement tree(s) shall be a minimum size of 36" boxed tree and cost \$575 per typical tree or \$775 per specialty tree, unless the parkway space will not accommodate a 36" boxed tree or a tree cannot be planted due to planting restrictions contained in City Council Policy G-6.

This form does not replace the requirements of any of the City tree policies. Its use is intended to expedite the tree removal or reforestation requests and to ensure compliance with all City requirements. Please refer to individual City Council Policy G-1 for additional information.

Requestor Comments:

Wrong species. A "Problem Tree".
per City Policy. HOA wants eventual replacement of all
mirrored trees in HHHS. The tree drops leaves and "berries"
that are messy & sometimes hazardous. Applicant will
pay all related costs.

Removals, except emergency, will be subject to the notification processes, time frames and authority as specified in the City Council G-1 Policy.



Municipal Operations Department

October 16, 2012

TO: Deputy Municipal Operations Director
FROM: Parks/Trees Superintendent
SUBJECT: *Tree Removal Review – HOA Reforestation*

PROPERTY OWNER(S) / REQUESTER INFORMATION:

Name: Harbor View Hills South Homeowners Association (HVHS HOA)
and Mr. Robert Shelton

Tree Location(s): 3719 Park Green Drive

On behalf of Mr. Robert Shelton, the HVHS HOA is requesting the removal of one City Carrotwood tree based on the criteria of the City Council Policy G-1, Reforestation of City Trees. Mr. Shelton has agreed to incur the cost of the one City tree removal and replacement with one 36" box size St. Mary Magnolia tree within the parkway.

REPLACEMENT TREE(S): ☒ **YES** ☐ **NO**
DESIGNATED TREE(S):

Magnolia grandiflora 'St. Mary' – St. Mary Magnolia

DEPUTY MUNICIPAL OPERATIONS DIRECTOR – COMMENTS / RECOMMENDATIONS:

Remove / replace tree under reforestation.

Signature: *MR* Date: *11-6-12*

RISK MANAGER – COMMENTS / RECOMMENDATIONS:

Risk Mgmt. Concurs with tree removal

Signature: *Shel Anderson* Date: *11/9/12*

CITY MANAGER – COMMENTS / RECOMMENDATIONS:

OK

Signature: *Dr. A. W.* Date: *11/18/12*



Municipal Operations Department

TREE INSPECTION REPORT

Name: Harbor View Hills South Homeowners Association (HVHS HOA) and Mr. Robert Shelton

Tree Locations: 3719 Park Green Drive

Request: On behalf of Mr. Shelton, the HVHS HOA is requesting of the Municipal Operations Department staff for the removal of one City Carrotwood tree based on the criteria of the City Council Policy G-1, Reforestation of City Trees. Mr. Shelton agreed to incur the cost of the one tree removal and replacement of one 36" box size St. Mary Magnolia tree within the parkway.

Botanical/Common Names: *Cupeniopsis anacarioides* - Carrotwood

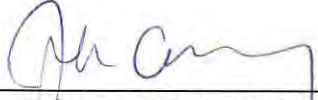
Designated Street Tree: *Magnolia grandiflora* 'St. Mary' - St. Mary Magnolia

Estimated Trees Value: \$1,380

Damage: N/A

Parkway: **Concrete** **Brick** **Turf** **(X) Other**

Comments: A field inspection confirmed City tree within a confined area.

Inspected by:  **Date:** October 16, 2012
John Conway, Urban Forester

Recommendation: Forward reforestation request to the Parks, Beaches and Recreation Commission for review and approval.

Reviewed by:  **Date:** October 16, 2012
Dan P. Sereno, Parks and Trees Superintendent



Municipal Operations Department

Reforestation Check List

	Verified by:	Urban Forester	Parks and Trees Superintendent	General Services Director
<input type="checkbox"/> Legally Established Homeowners Association		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Individual Private Property Owner(s)		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Reforestation Application		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> (90) days Reforestation Request Compliance		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Resolution of the Board of Directors, Minutes, Notices (Legally Established Homeowners Association)		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Damage/Impact

<input type="checkbox"/> Blue Water View Impact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Incorrect Tree Species	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Hardscape Damage:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Curb/Gutter			
<input type="checkbox"/> Sidewalk			
<input type="checkbox"/> Utility			

Individual Private Property Owner(s) ONLY

	Verified by:	Urban Forester	Parks and Trees Superintendent	General Services Director
<input type="checkbox"/> Written Agreement by Individual Property Owner(s)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Staff Approved Petition		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Property Owners Signatures Verified		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Meets 60% Reforestation Criteria:		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

#___Property owners notified %___Agreed with removal

Meets **Minimum** Reforestation Requirements: **YES** ☐ **NO** ☐

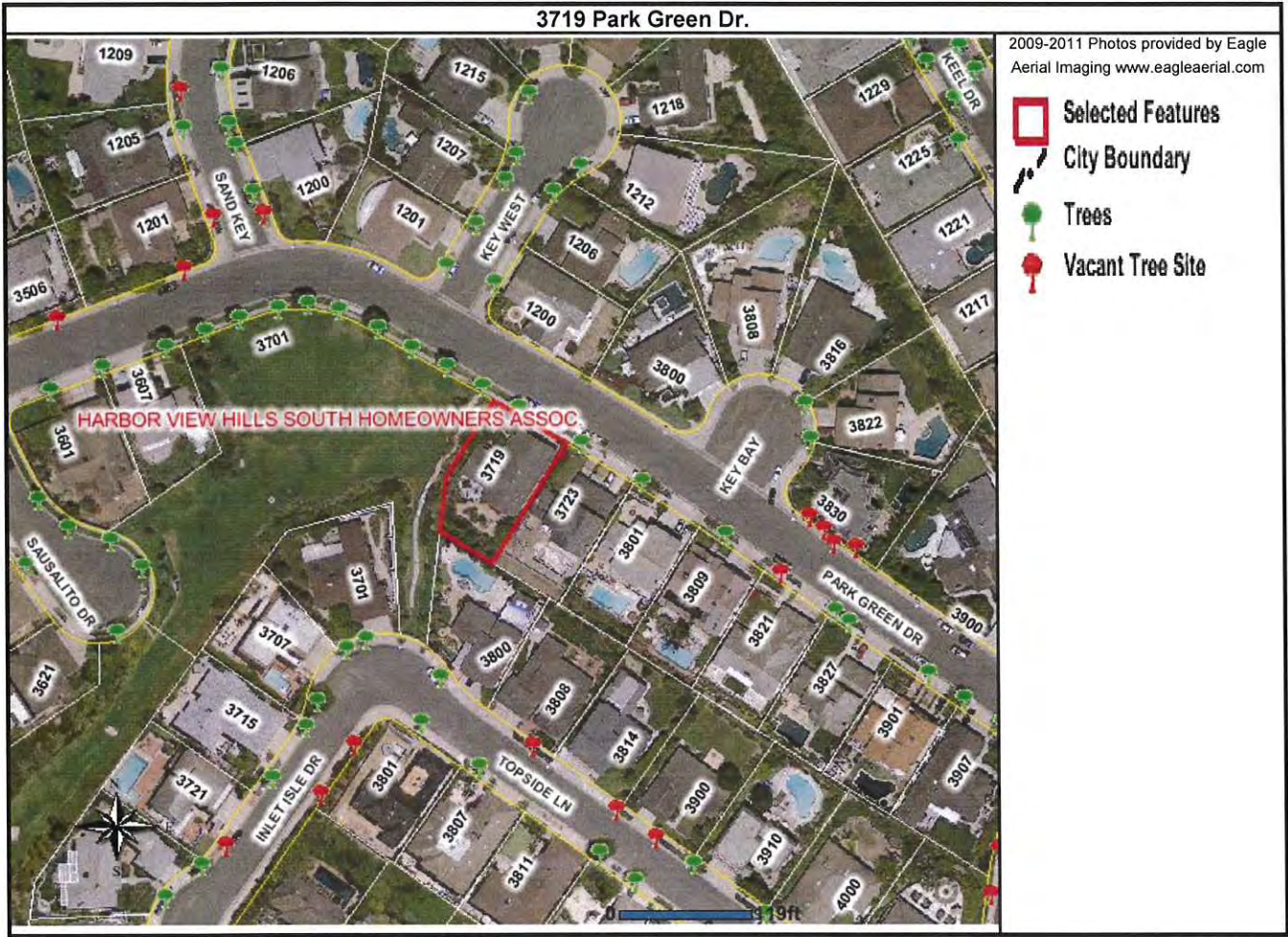
Department Signature: 

Date: 11.5.12

City Attorney Reviewed: _____

Date: _____







Municipal Operations Department

PB&R Commission Agenda

Item No. 5A

December 4, 2012

TO: Parks, Beaches and Recreation Commission
FROM: Municipal Operations Director
SUBJECT: *Special Tree Removal Request – Groves Bike Trail*

A handwritten signature in black ink, appearing to be "M. Hill", is written over the subject line.

Recommendation

Staff recommends that the Parks, Beaches and Recreation (PB&R) Commission consider the removal of 54 Special City Tree, Landmark Trees along the Groves Bike Trail.

Discussion

City Council Policy G-1, Retention or Removal of City Trees, Special City Trees, Landmark Trees, requires that the PB&R Commission approve the removal of a Special Tree (Attachment A).

Staff is requesting approval for the removal of 54 City Eucalyptus globules (Blue Gum) trees along the Groves Bike Trail. The trees are listed as Special City Tree under Landmark Trees.

On October 15, 2012, staff met on site to identify and discuss the apparent evidence of severe root decay and potential liability. The Urban Forester and the Parks and Trees Superintendent determined 54 trees were potential liabilities and possible tree failures. Consequently, the trees must be removed to insure public safety and prevent property damage due to tree failure.

If the removals are approved, the replacement trees will be a combination of Canary Island Pine and London Plane Trees. Additionally, the removals will occur in four phases to allow tree planting to occur before moving to the next phase of removals.

Staff has attached the Tree Removal Report, photographs, and related information to explain the request and potential liability (Attachment B).

Council Member Rush Hill and the affected community associations have been notified and received a notice of the Commission meeting.

Attachments

- (A) G-1 Policy
- (B) Tree Removal Report and photographs
- (C) Map (highlighting the surrounding property owners)
- (D) PowerPoint Presentation – Groves Bike Trail

RETENTION OR REMOVAL OF CITY TREES

GOAL OF POLICY

To establish and maintain appropriate diversity in tree species and age classes to provide a stable and sustainable urban forest with an inventory that the City can reasonably maintain in a healthy and non-hazardous condition. To require that in approving any tree removal or reforestation request the PB&R Commission shall find that the tree removal request will not adversely impact the overall inventory, diversity and age of the City's Urban Forest.

PURPOSE

The purpose of this policy is to establish definitive standards for the retention, removal, maintenance, reforestation, tree trimming standards, and supplemental trimming of City trees. City trees are an important part of the character and charm of the entire City and provide environmental benefits as well. Regular care, trimming, root pruning, maintenance, and programmed replacement are necessary to preserve this charm while at the same time protecting views consistent with Council Policy G-3 and preventing public and private property damage.

The City classifies public trees in one of three categories: Special Trees, Problem Trees, and All Other Trees.

SPECIAL CITY TREES

It is the City's policy to retain City trees categorized as Landmark, Dedicated, or Neighborhood trees, which have historical significance, and/or contribute to and give character to a location or to an entire neighborhood. Landmark, Dedicated, and Neighborhood trees are identified by species by Attachment 1, and shall hereinafter be referred to as Special Trees. Trees within these categories shall be identified, mapped, recorded and administered by staff for the Parks, Beaches & Recreation Commission ("Commission"). The Commission shall review the Special Tree list on an as needed basis and forward recommendations for additions or deletions to the City Council for approval.

Landmark Trees are identified as those individual Special Trees that possess historical significance by virtue of their size, age, location, or species.

Dedicated Trees are Special Trees donated for or in the memory of specific individuals or organizations.

Neighborhood Trees are Special Trees that by their unusual size, number, species, or location lend a special character to a residential, commercial, or business area.

Special Trees shall be retained, unless there are overriding problems, such as death, disease, or the creation of a hazardous situation, which require their removal. Prior to consideration for any removal of a Special Tree(s), the General Services Director, or designee, shall prepare a report identifying and implementing specific treatment to retain the tree(s). If specific treatment is unsuccessful or impractical in retaining a tree(s) then a full staff report shall be made to the Commission before any further action considering removal is taken. Prior to any removal of Special Tree(s), the City must comply with the noticing provisions of the Removal of City Trees section set forth in this Policy, unless a Special Tree is considered hazardous that necessitates an emergency removal. Any such removal must be recommended by the General Services Director and the Risk Manager and approved by the City Manager.

During normal sidewalk, curb, and street repair activity requiring root pruning, all steps shall be taken to retain Special Trees. If tree roots are to be pruned in association with sidewalk, curb, and gutter improvements, sufficient timing in advance must be planned to ensure that pruning will not destabilize or kill the tree. If both sides of a Special Tree's roots are to be pruned, one side should be pruned 6 months to a year in advance of the other side depending upon the species and other related factors. If root pruning methods are not practical and/or critical to the health of the tree, then alternate or special hardscape improvements should be considered by the City in order to retain the tree providing that costs are reasonable. All proposed root pruning or other tree treatment shall be assessed and approved by the Urban Forester.

Special Trees may be considered for removal in conjunction with a City Council approved beautification project utilizing the Removal of City Trees procedures noted in a subsequent section of the Policy.

PROBLEM TREES

A Problem Tree is defined as a tree that by virtue of its species causes excessive hardscape or utility damage due to its excessive root system. The following trees are defined as Problem Trees:

- Ficus nitida (Indian Laurel Fig)
- Ficus rubiginosa (Rusty Leaf Fig)
- Ficus benjamina (Weeping Fig)
- Erythrina caffra (Kaffirboom Coral Tree)
- Fraxinus uhdei (Shamel Ash)
- Cupaniopsis anacardioides (Carrotwood)
- Liquidambar styraciflua (American Sweet Gum)
- Schinus terebinthifolius (Brazilian Pepper)

Problem Trees shall not be designated as parkway trees on the Designated Street Tree List.

Problem Trees that are not designated Special Trees may be removed for the following reasons:

- A. The City tree has had a repeated history of damaging public or private sewers, water mains, roadways, sidewalks, curbs, walls, fences, underground utilities, or foundations based on City records or other competent and reliable authority. Water or sewer stoppage that results from tree roots and causes significant documented private property damage (greater than \$500) shall be sufficient criterion for tree removal.
- B. The City tree has had repeated history of significant interference with street or sidewalk drainage, despite specific treatment by the City to alleviate repeated damage.
- C. The City tree has created, in the opinion of the Urban Forester, a view impediment that cannot be resolved by normal nor alternative tree trimming procedures.

Problem Trees may be proposed for removal by either staff or private property owners. The authority to remove Problem Trees rests with the City Manager. No more than 250 Problem Trees may be removed per year by staff under these criteria without special approval of the Parks, Beaches, and Recreation Commission. In removals under Sections A & B above, no more than one of three parkway trees in a continuous row may be removed in a three year period without a hearing before the Commission. Replacement trees of a 24-inch box size may be planted if funding permits. Staff is responsible for notifying the adjacent property owner, the legally established homeowners association, and the Councilperson of the district where the removal is

proposed, if applicable, of the intent to remove a Problem Tree. The decision by the City Manager to remove a problem tree is final unless called up by at least one Councilperson. The Urban Forester shall report the removal of Problem Trees on a monthly basis to the Commission. The cost to remove and replace Problem Trees will be the sole responsibility of the City based on availability of funding, with the exception of Category C (view), which is the sole responsibility of the applicant.

ALL OTHER CITY TREES

A City tree which is not designated as a Special or Problem Tree is designated as an All Other Tree. It is the City's policy to retain All Other Trees unless removal is necessary for one of the following reasons:

- A. The City tree has had a repeated history of damaging public or private sewers, water mains, roadways, sidewalks, curbs, walls, fences, underground utilities, or foundations based on City records or other competent and reliable authority. Water or sewer stoppage that results from tree roots and causes significant public or private property damage (greater than \$500) shall be sufficient criterion for tree removal.
- B. The City tree has had a repeated history - of significant interference with street or sidewalk drainage.
- C. The City tree is dead, diseased, dying, or hazardous, and presents a liability to the City. A dead tree is one that has been assessed by the Urban Forester and found to have deceased. Diseased trees are defined as those trees that cannot be cured by current arboricultural methods, are in an advanced state of decline, and have no prospect of recovery. Dying trees are those that have no prospect of recovery. Hazardous trees are defined as those that are defective, have a potential to fail, and would cause damage to persons and property upon failure. The Urban Forester will perform a hazard assessment whenever a tree is identified as hazardous. The assessment will identify: structural defects of the tree, parts of the tree most likely to fail, targets where imminent personal injury or property damage may result with tree failure, and procedures or actions necessary to abate the hazard. After assessment, the Urban Forester will expeditiously convey his written findings and recommendations to the Risk Manager for evaluation. If the Risk Manager agrees with the Urban Forester findings to remove a tree, the hazardous tree will be removed without further delay. In the case of imminent tree failure, the Parks and Trees Maintenance

Superintendent or the Urban Forester shall have the authority to direct the removal of a hazardous tree.

- D. The tree(s) have been requested to be removed in conjunction with a City Council-approved City, commercial, neighborhood, or community association beautification program.
- E. The City Manager, upon the advice of the General Services Director, City Attorney, Risk Manager or the Traffic Engineer, shall have the authority to remove individual Problem or All Other Trees to resolve claims or safety issues.

REMOVAL OF CITY TREES

The initiation to remove (Special or All Other) City tree(s) may be made by the staff of the General Services, and/or Public Works Departments, a legally established community association, or a private property owner by making application to the General Services Director, utilizing the City tree removal form. The provisions and procedures of this Section of the Policy do not apply to the Problem Tree nor Reforestation tree removal processes, which are described in other sections of this Policy. Special Trees may be considered for removal under the provisions of this Section provided a special report by the General Services Director is provided to the Commission detailing the necessity of removal and any specific previous treatment of the tree.

After receipt of the application, a Tree Inspection Report shall be prepared by the City's Urban Forester (Attachment 2) to determine if the tree(s) meets the criteria outlined in the above All Other City Trees section for consideration for removal. Simultaneously, the Urban Forester shall provide a notice of the proposed tree removal to the adjacent property owner (if not the applicant), the private property owners immediately adjacent to the applicant's property, and the appropriate community association if applicable, (not applicable to the emergency removal of hazardous trees under Item C nor to trees that meet the criteria of Item E in the preceding All Other City Trees section). The Urban Forester shall determine whether in his/her judgment additional specific treatment can be initiated to retain the tree provided the costs are reasonable. If a tree(s) is to be removed, the tree(s) will be posted at least 30 days prior to the removal with a sign notifying the public that they have the right of appeal. The sign shall also note a staff contact. Once a recommendation is made by the Urban Forester and the Parks and Trees Maintenance Superintendent to the General Services Director and the General Services Director or designee concurs, then the applicant, the adjoining owners,

private property owners on either side of the street within 500' in each direction of the tree location and a legally established community association, if applicable, shall be notified of the decision to remove or retain the tree within 30 days of the proposed removal. A legally established community association is responsible for notification of all association members pursuant to their established procedure. The General Services Director, or a designee, shall prepare a staff report for a regularly scheduled PB&R Commission meeting of all trees recommended for removal, except for those trees categorized in Paragraph C. (dead, diseased, or dying trees) or Paragraph E (claims and safety issues) in the preceding section on All Other City Trees. Only an applicant, an adjoining property owner, or a legally established community association, the City Manager, a PB&R Commissioner, or a Councilmember may appeal the decision of the General Services Director not to remove a tree to the Commission. The Commission, in considering any appeal, shall determine whether the removal meets the criteria outlined in this Policy, as well as any unique factors which may be pertinent to the removal or retention of tree(s). The decision of the Commission will be considered final unless called up by at least one Councilmember or the City Manager.

The General Services Department will delay any tree removal(s) for at least 14 calendar days following the date of the Commission decision in order to allow time for a Councilmember or the City Manager to call the item.

The City will replace all trees removed in accordance with the All Other City Trees removal criteria on a one for one basis. Replacement trees will be a minimum of a 36" boxed size. If 36" boxed trees are not available, or funding, or space constraints prevent planting of a large tree, then a minimum of a 24" boxed tree will be planted. The full costs of removal and replacement of Special or All Other Tree(s) will be the sole responsibility of the City, unless an applicant voluntarily pays for a new tree(s).

REFORESTATION OF CITY TREES

The concept of systematically replacing Problem or All Other Trees which are creating hardscape and/or view problems and cannot be properly trimmed, pruned or modified to alleviate the problem(s) they create, or those which have reached their full life, and are declining in health, or are simply the wrong species of trees for the planted location is referred to as reforestation. The Urban Forester shall make a finding for the latter category of inappropriate tree species for a specific location. His determination may be appealed to the General Services Director whose decision will be final.

It is recognized and acknowledged that City trees were planted many years ago and in some cases were planted with specific species that when fully mature cause damage to curb, gutter, sidewalk or underground utilities. Within the geographical boundaries of certain view neighborhoods, City street trees may encroach into blue water views from public and private property depending on the length of time since the trees were last trimmed, or the age and height of the trees. In other cases, the wrong species of tree was planted originally and simply does not conform to the current treescape or represents a safety hazard.

Arborists continue to develop lists of tree species which will grow in restricted parkway areas without causing significant damage to curb, gutter, sidewalk, utilities or loss of views. The City Street Tree Designation List, which specifies a species for each City street reflects an effort by the City to prescribe appropriate tree species that will not cause future problems.

As a City which understands the importance of trees and the beauty they bring to a community, the City desires to continually improve the urban forest through reforestation. In areas where City trees have been removed through City initiation, the City will endeavor to replace the trees with the appropriate designated City tree.

Individual private property owners, as well as legally established community associations, may apply for single or multiple tree reforestations in their respective area by submitting a request to the General Services Director for consideration by the Commission that meets the following requirements:

- A. The proposed area must have clearly defined contiguous geographical boundaries that include the tree(s) proposed for removal and replacement, street address(es), block number(s), or other geographical information. This section applies to individual and group requests.
- B. Residential communities, neighborhoods, or business organizations who apply for reforestation must submit a petition signed by a minimum of 60% of the property owners within the area defined for reforestation. The petition content must be approved and dated by City staff prior to distribution by the petitioner. The staff-approved petition must be distributed by the petitioner to a maximum of 30 private property owners (up to 15 contiguous private property owners on both sides of the street up to 500' in either direction from the location of the proposed reforestation). Signatures by non-property owners are not acceptable for petition purposes. All petition signatures shall be verified by City staff for property owner status of the person(s) signing the petition. As an alternative to

the above requirements, areas represented by a legally established community association, may submit a resolution of the Board of Directors formally requesting a reforestation with a statement that all members of the community association having their residential views affected, have been officially notified and given an appropriate opportunity to respond before the Board voted on the request. Individual private property owners living within a legally established community association area with mandatory association membership must petition for reforestation through their respective association.

- C. Individual private property owners not residing within a legally established community association area may submit individual requests for single or multiple tree reforestations. The applicant must submit a petition signed by a minimum of 60% of a maximum of 30 private property owners (up to 15 contiguous private properties on both sides of the street up to 500' in either direction from the location of the proposed reforestation site) as well as the endorsement of the appropriate homeowners' association, if applicable. The petition content must be approved and dated by staff prior to distribution. All petition signatures shall be verified by City staff for private property owner status of the person(s) signing the petition.
- D. A written agreement must be submitted to the Parks, Beaches, and Recreation Commission by the petitioning sponsor (individual private property owner(s) or group) to pay 100% of the costs of the removal and replacement of the public tree(s) in advance of any removal activity. The actual removal and replanting will be coordinated by the General Services Department. The total costs shall include only the contractor's removal and replacement costs and be paid in advance of any removal actions.
- E. The replacement tree(s) for reforestation shall be the Designated Street Tree(s) as prescribed by City Council Policy G-6, or the organization must request and obtain approval from the Commission of the designation of a different tree species prior to submitting any reforestation request for a tree species other than the designated street tree. This section applies to individual or group requests.
- F. There shall be a minimum of a one-for-one replacement of all trees removed in reforestation projects. Replacement trees shall be a minimum size of 36" boxed trees, unless the parkway space will not accommodate a 36" boxed tree or a tree cannot be planted due to planting restrictions contained in Council Policy G-6. If there is not room for the replacement tree(s) at a specific site as prescribed by City Council Policy G-6, then the replacement tree(s) shall be planted in a public

area in the same neighborhood at the option of the petitioner. This section applies to individual or group requests.

- G. Reforestation requests must be completed and submitted in a timely manner by the petitioner. Petitions that are dated more than 90 days in arrears from date stamped by staff before distribution will not be forwarded to the PB&R Commission for consideration.

The decision of the Commission on reforestation requests will be considered final unless called up by at least one Councilmember or the City Manager.

TREE MAINTENANCE

The City shall require the proper care and watering of replacement trees by the reforestation petitioner to ensure their proper growth and development as outlined in City Council Policy G-6. Furthermore, no person shall tamper with City trees in violation of Section 13.08.040 of the Municipal Code. Further, the City will endeavor to fund the care of the Urban Forest to the highest level possible through the efficient use of regular tree trimming, root pruning, root barrier and pesticide programs.

ENCROACHMENT AND DEMOLITION PERMITS

All encroachment permits (permits for private property development which are proposed to encroach upon the City right of way) or demolition permits that involve the removal or replacement of City tree(s) must be specifically noticed by the property owner to City staff prior to the building and/or demolition permit process whenever possible. The proposed construction plans must indicate preservation of existing City trees wherever possible (exempt: dead, dying, or in an advanced state of decline). If the proposed development, as deemed by the General Services Director, requires the removal of City trees, the property owner must submit a tree removal request to the General Services Director, shall pay all related tree removal and replacement costs (one for one replacement) and meet all provisions of Council Policies L-2 and L-6 and City Ordinances 13.08 and 13.09. Approval or disapproval of all tree removal/replacement requests associated with encroachment and demolition permits will be the responsibility of the General Services Director or a designee.

TREE TRIMMING STANDARDS

The City Council has adopted tree trimming cycles for trees of different ages and species. Tree trimming cycles and trimming standards shall represent the maximum feasible frequency given current fiscal conditions. Except as provided in the Supplemental Trimming Section below, trimming shall be in accordance with the standards of the International Society of Arboriculture (ISA). In those communities with a legally established community association, periodical tree trimming with an emphasis on height reduction will be considered by the City Urban Forester upon written request by the association.

SUPPLEMENTAL TREE TRIMMING

The City will consider, and as a general rule approve, requests to trim certain trees more frequently or to trim trees consistent with practices applied prior to the adoption of ISA standards (to enhance public and private views, preserve required sight/distance standards, or other public purposes) which are submitted by affected private property owners or the board of a legally established community association and the request is accompanied by a completed "Supplemental Tree Trimming Form" and full payment for the requested tree trimming. However, since these practices often require 'topping' or possible disfiguring of a tree(s) and are often aesthetically displeasing and injurious to a tree, reforestation shall only be considered when supplemental tree trimming is impractical or infeasible as determined by the Urban Forester.

The General Services Director shall establish procedures to implement the supplemental trimming provisions of this Policy. An approval must be obtained from a legally established association by the requestor of supplemental tree trimming in areas with an active homeowners' association if the requested trimming is to be undertaken within the association area.

[Attachment 1- Special Trees]

[Attachment 2- Tree Inspection Report]

Adopted - May 9, 1966
Amended - August 14, 1967
Amended - November 9, 1976
Amended - November 12, 1985
Amended - November 28, 1988
Amended - March 14, 1994

Amended - April 11, 1994
Amended - February 26, 1996
Amended - July 14, 1997
Amended (Administratively) -
November 24, 1997
Amended - August 10, 1998
Amended - February 22, 2000
Amended - April 27, 2004
Amended - October 11, 2011

Formerly I-9

ATTACHMENT 1

SPECIAL TREESLANDMARK
TREES

Balboa Library	Eucalyptus globulus (3)
Balboa Library	Phoenix canariensis (2)
West Jetty View Park (near Historical Marker)	Phoenix canariensis (2)
Dover Drive at Westcliff	Liquidambar styraciflua (4)
Ocean Blvd. Corona del Mar	Phoneix canariensis (5)
Westcliff & Dover (Groves) Bike Trail	Eucalyptus globulus (134)
Main Street	Ficus microcarpa 'Nitida' (1)
City Hall	Ficus microcarpa 'Nitida' (2)
Balboa Boulevard Median	Araucaria heterophylla (1)
Ensign View Park	Erythrina caffra (1)
Lido Isle Medians	Pinus pinea (4)
Bob Henry Park	Ficus rubiginosa (1)
Castaways Park	Phoenix canariensis (1)
Wedge Area	Myoporum laetum (6)
Dover Drive east of Irvine Avenue	Erythrina caffra (1)

DEDICATED
TREES

No. Mariners Park (Marcie Schrouder)	Pinus radiata
Mariners Park (Frank Tallman)	Pinus radiata
No. City Hall grounds (Billy Covert)	Ficus benjamina
City Hall grounds (Walter Knott)	Pinus halepensis
City Hall grounds (Calif. Bicentennial)	Pinus halepensis
Las Arenas Park (Ed Healy)	Melaleuca linarifolia
Mariners Park (Isy Pease)	Pinus halepensis
City Hall grounds (U.S. Bicentennial Freedom Tree)	Harpephyllum kaffrum
Buffalo Hills Park (Bahia Community Earth Day Celebration)	Erythrina caffra
Peninsula Park (Gray Lunde Tree)	Chamaerops humilis
Cliff Drive Park (Gary Lovell)	Quercus agrifolia

DEDICATED
TREES (contd.)

Begonia Park (Cheryl Bailey Ringwald)	<i>Prunus cerasifera</i>
Castaways Park (Jan Vandersloot) (Jean Watt)	<i>Quercus agrifolia</i>
Peninsula Park (Don Perdue)	<i>Ravenea rivularis</i>
Grant Howald Park (Pete Munro) (Mark Munro)	<i>Metrosideros excelsus</i>
Bob Henry Park (Bob Henry)	<i>Ficus rubiginosa</i>
Cliff Drive Park (Dr. Vandersloot)	<i>Quercus agrifolia</i>
Veterans Park (Rosemary Rae Hill Hansen)	<i>Lagenstroemia indica faueri</i>
Mariners Park (N. Beach Sunrise Rotary Club) (Christopher & Marisha Thomposn) (Meghan & Camielle Thompson)	<i>Stenocarpus sinuatus Pinus eldarica Pinus eldarica</i>
West Newport Park (Brownie Girl Scout Troop 2072)	<i>Spathodea campanulata</i>
Buffalo Hills Park (N. Beach Sunrise Rotary Club)	<i>Stenocarpus sinuatus</i>
Castaways Park (Nancy & Jack Skinner) (Bob & Susan Caustin)	<i>Quercus agrifolia</i>
Bayside Park (Newport-Irvine Rotary Club)	<i>Pyrus calleryana</i>
Castaways Park (Eva Victoria Najera)	<i>Quercus agrifolia</i>
Begonia Park (Dr. Leo V. Turgeon)	<i>Bauhinia blakeana</i>
L Street Park (Tim Van Ostenbridge)	<i>Cassia leptophylla</i>
Castaways Park (John D. Woodruff)	<i>Platanus racemosa</i>
Grant Howald Park (Jean & Coalson Morris)	<i>Cassia leptophylla</i>

DEDICATED
TREES (contd.)

Old School Park (Jean & Coalson Morris)	<i>Cassia leptophylla</i>
Mariners Park (Sierra Beth)	<i>Bauhinia variegata</i>
Cliff Drive Park (Francis P. Hemenway)	<i>Cassia leptophylla</i>
Grant Howald Park (Skipper Mark Howes)	<i>Hymenosporum flavum</i>
Castaways Park (Michael F. Gustin)	<i>Platanus racemosa</i>
(Yen Chu Kuo)	<i>Quercus agrifolia</i>
(Grover Stephens, PH.D.)	<i>Platanus racemosa</i>
(Logan David Burley)	<i>Quercus agrifolia</i>
(Sawyer Dean Burley)	<i>Quercus agrifolia</i>
(Virginia Najera)	<i>Quercus agrifolia</i>
(Joe Clarkson)	<i>Quercus agrifolia</i>
(Sawyer Dean Burley)	<i>Quercus agrifolia</i>
Eastbluff Park (Lucy Huntsman)	<i>Hymenosporum flavum</i>
Irvine Terrace Park (Dana Harmon)	<i>Liquidambar styraciflua</i>
(Sister City of Okazaki)	<i>Pinus nigra</i>
Bonita Canyon Sports Park (Fern Pirkle)	<i>Melaleuca linariifolia</i>
Gateway Park (Virgina Herberts)	<i>Cassia leptophylla</i>
West Coast Highway & Superior Ave City Parking Lot (Louise Greeley)	<i>Cassia leptophylla</i>
Bayview Park (Gene Atherton)	<i>Cinnamomum camphora</i>
West Newport Park (Russell Marc Beaumont)	<i>Erythrina caffra</i>
(Jeff Steven Reinker)	<i>Erythrina caffra</i>

NEIGHBORHOOD

TREES

Shorecliffs Entrance	Erythrina caffra (51)
Marguerite Avenue	Phoenix canariensis (109)
Goldenrod Avenue	Washingtonia robusta (144)
Dover Drive (Mariners to Irvine)	Eucalyptus globulus (3)
15th Street (Newport Heights)	Eucalyptus cladocalyx (29)
Irvine Avenue Median	Eucalyptus globulus (130)
Holiday Road	Eucalyptus globulus (18)
(between Irvine Ave & Tustin Ave)	
Along Avon Avenue	Eucalyptus globulus (8)
Via Lido Bridge	Eucalyptus globulus (14)
Marine Avenue (Balboa Island)	Eucalyptus (Various Species) (34)
Seaview Avenue (Corona del Mar)	Pinus radiata (19)
Poppy Avenue (Corona del Mar)	Eucalyptus rudis (73)
Heliotrope Avenue (Corona del Mar)	Pinus radiata (18)
Candlestick Lane (Baycrest)	Eucalyptus citriodora (21)
Commodore Road	Eucalyptus citriodora (2)
Starlight Circle	Eucalyptus citriodora (11)
Glenwood Lane	Eucalyptus citriodora (7)
Sandalwood Lane	Eucalyptus citriodora (7)
Newport Center Drive	Washingtonia robusta (363)
Fourth Avenue	Eucalyptus globulus (48)
Clay Street	Ficus microcarpa 'Nitida' (21)
(Irvine Ave to St. Andrews Road)	
Leeward Lane	Fraxinus uhdei "Tomlinson" (43)
L Street Park	Quercus suber (39)
M Street Park	Pinus pinea (1)
West Newport Park	Metrosideros excelsus (55)
Santa Ana Avenue	Eucalyptus robusta (33)
Eastbluff Park	Ficus macrophylla (1)
Vista Del Oro Median	Erythrina caffra (6)
Rhine Wharf Park	Archontophoenix cunninghamiana (12)
Mariners Drive	Jacaranda mimosifolia (52)
Along Riverside Avenue	Schinus terebinthefolius (12)
(adjacent to Cliff Drive Park)	
Cliff Drive Park	
(Scout House)	Ficus benjamina (1)
Buena Vista and Lindo Avenue	
128 Kings Road	Erythrina caffra (1)
128 Kings Road	Roystonea regia (1)
	Pseudobombax ellipticum (1)

NEIGHBORHOOD

TREES (contd.)	Cliff Drive (north side, west of Dover Drive) 725 St. James Road 601 Dover Drive Margaret Drive Median Corona Del Mar State Beach	Agathus robusta (4) Eucalyptus ficifolia (1) Eucalyptus ficifolia (1) Erythrina caffra (1) Washingtonia robusta (74)
----------------	--	--

Adopted - May 9, 1966
 Amended - November 9, 1976
 Amended - November 28, 1988
 Amended - October, 1993
 Amended - July 14, 1997
 Amended - January 25, 1999
 Amended - February 22, 2002
 Amended - April, 23, 2002
 Amended - April 27, 2004
 Amended - May 10, 2005

ATTACHMENT 2

**CITY OF NEWPORT BEACH
GENERAL SERVICES DEPARTMENT
TREE INSPECTION REPORT**

Name _____

Address _____

Phone Number _____

Request _____

Botanical Name _____

Common Name _____

Designated Street Tree _____

Estimated Tree Value _____

Damage _____

Parkway: Concrete ___ Brick ___ Turf ___ Other ___

Comments _____

Inspected by _____ Date _____

Recommendation _____

Reviewed by _____ Date _____



Municipal Operations Department

October 29, 2012

TO: Deputy Municipal Operations Director

Human Resources

FROM: Parks/Trees Superintendent

SUBJECT: *Tree Removal Review – Special Trees*

RECEIVED by: OMU

PROPERTY OWNER(S) / REQUESTER INFORMATION:

Name: City Urban Forester

Tree Location(s): Groves Bike Trail

Parks/Trees Superintendent and Urban Forester are requesting the removal of 50 Blue Gum trees based on the criteria of the City Council Policy G-1, Removal of City Special Trees, due to decay and potential liability. The removals are scheduled to be discussed at the December 4, 2012 PB&R Commission meeting.

REPLACEMENT TREE(S): ☒ **YES** ☐ **NO**
DESIGNATED TREE(S):

Tristania laurina – Water Gum

DEPUTY MUNICIPAL OPERATIONS DIRECTOR – COMMENTS / RECOMMENDATIONS:

Remove trees due to decay/liability if approved by PB&R Commission.

Signature: *UM*

Date: 11-9-12

RISK MANAGER – COMMENTS / RECOMMENDATIONS:

Risk Mgmt concurs with removal.

Signature: *Shei Anderson*

Date: 11/19/12

CITY MANAGER – COMMENTS / RECOMMENDATIONS:

OK

Signature: *Joson*

Date: 11/20/12



Municipal Operations Department

TREE INSPECTION REPORT

Name: Parks and Trees Division

Tree Locations: Groves Bike Trail

Request: The Urban Forester is requesting the removal of 56⁴ City Blue Gum trees based on the criteria of the City Council Policy G-1, Removal of Special City Trees.

Botanical/Common Names: *Eucalyptus globulus* – Blue Gum

Designated Street Tree: *Tristania laurina* – Water Gum

Estimated Trees Value: \$13,170

Damage: N/A

Parkway: Concrete Brick Turf (X) Other

Comments: A field inspection confirmed 56⁴ Blue Gum City trees with severe decay and potential liability.

Inspected by: John Conway **Date:** October 15, 2012
John Conway, Urban Forester

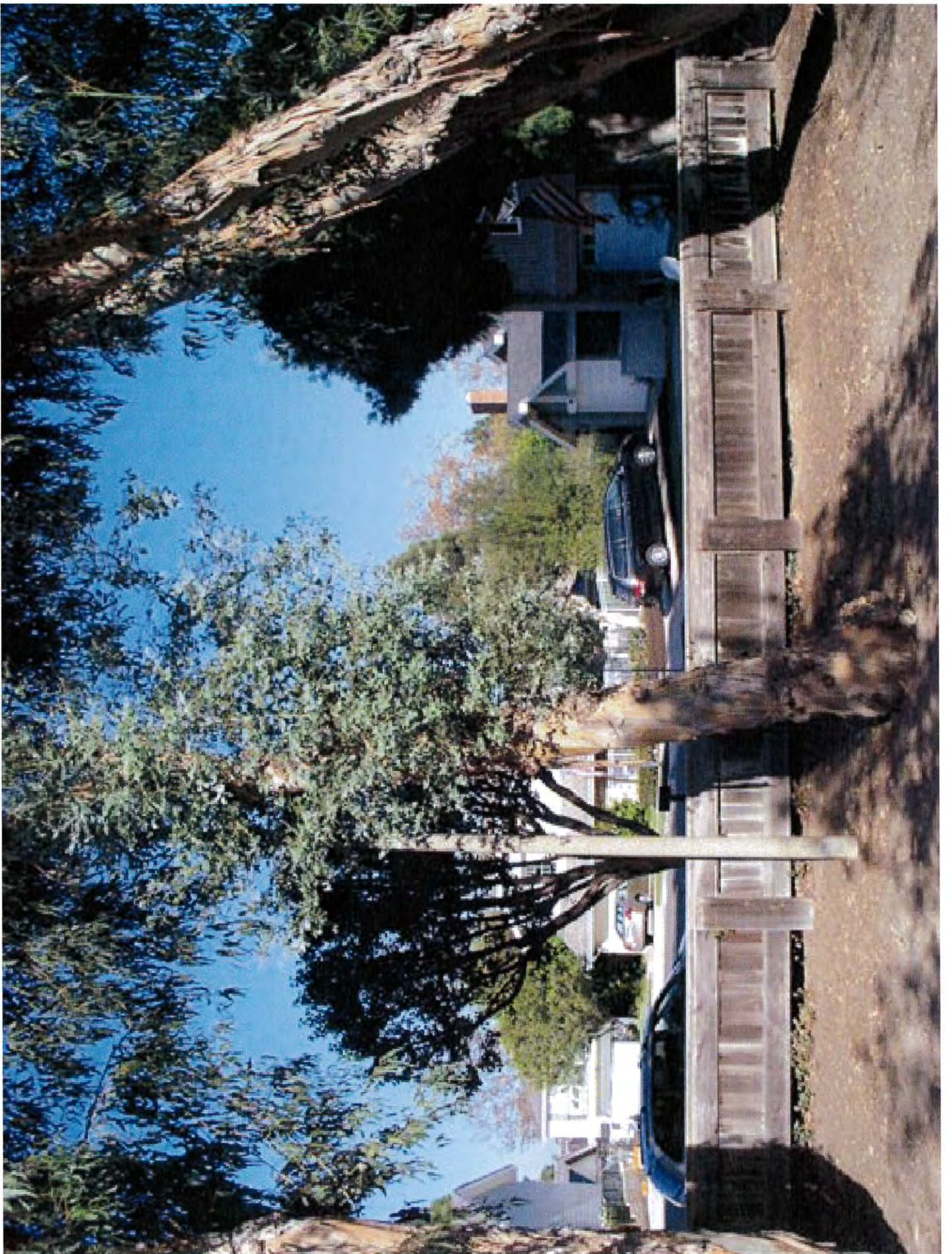
Recommendation: Forward the Special Tree Removal request to the Parks, Beaches and Recreation Commission for review and approval.

Reviewed by: Dan P. Sereno **Date:** October 15, 2012
Dan P. Sereno, Parks and Trees Superintendent





GROVES BIKE TRAIL REFORESTATION REQUEST















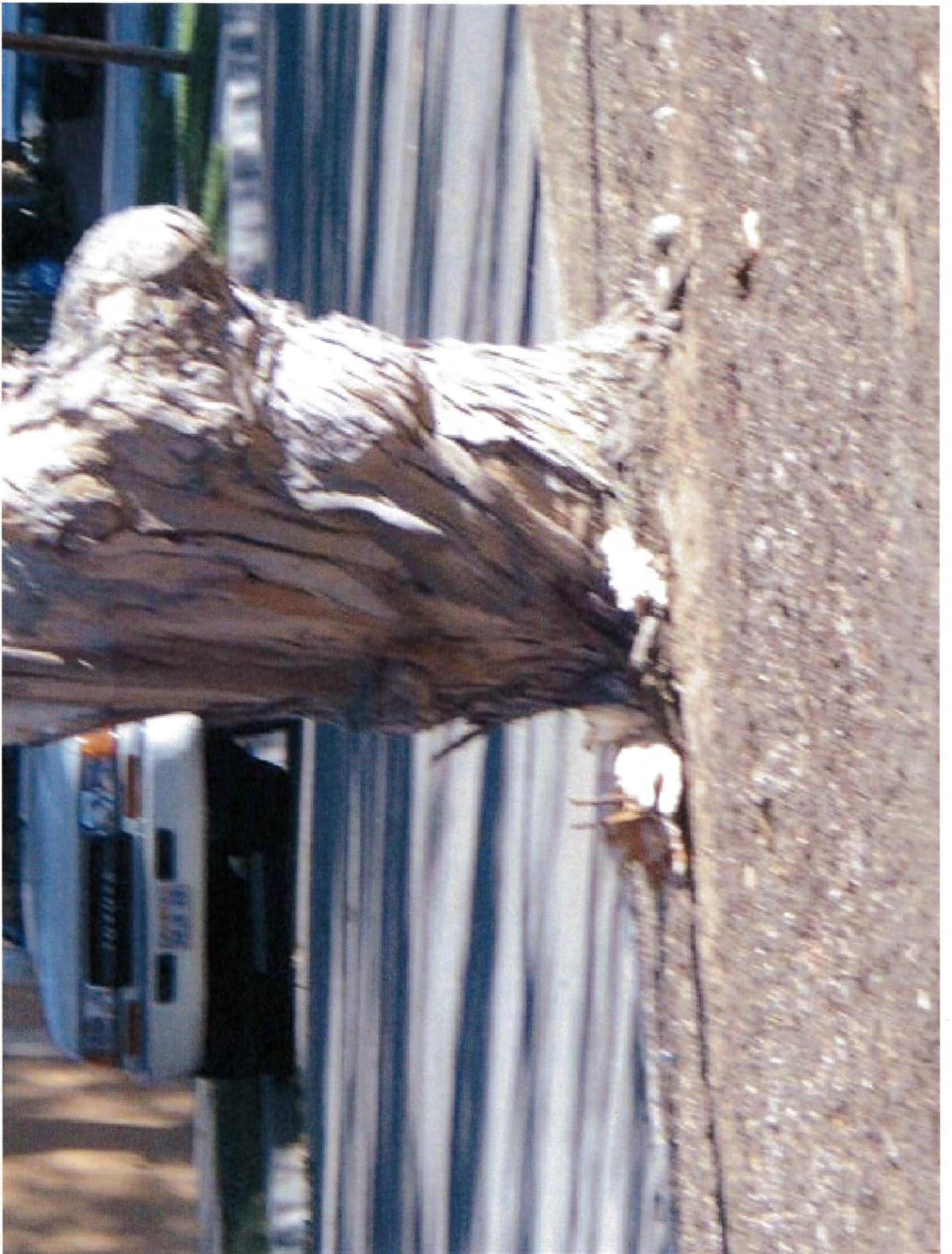




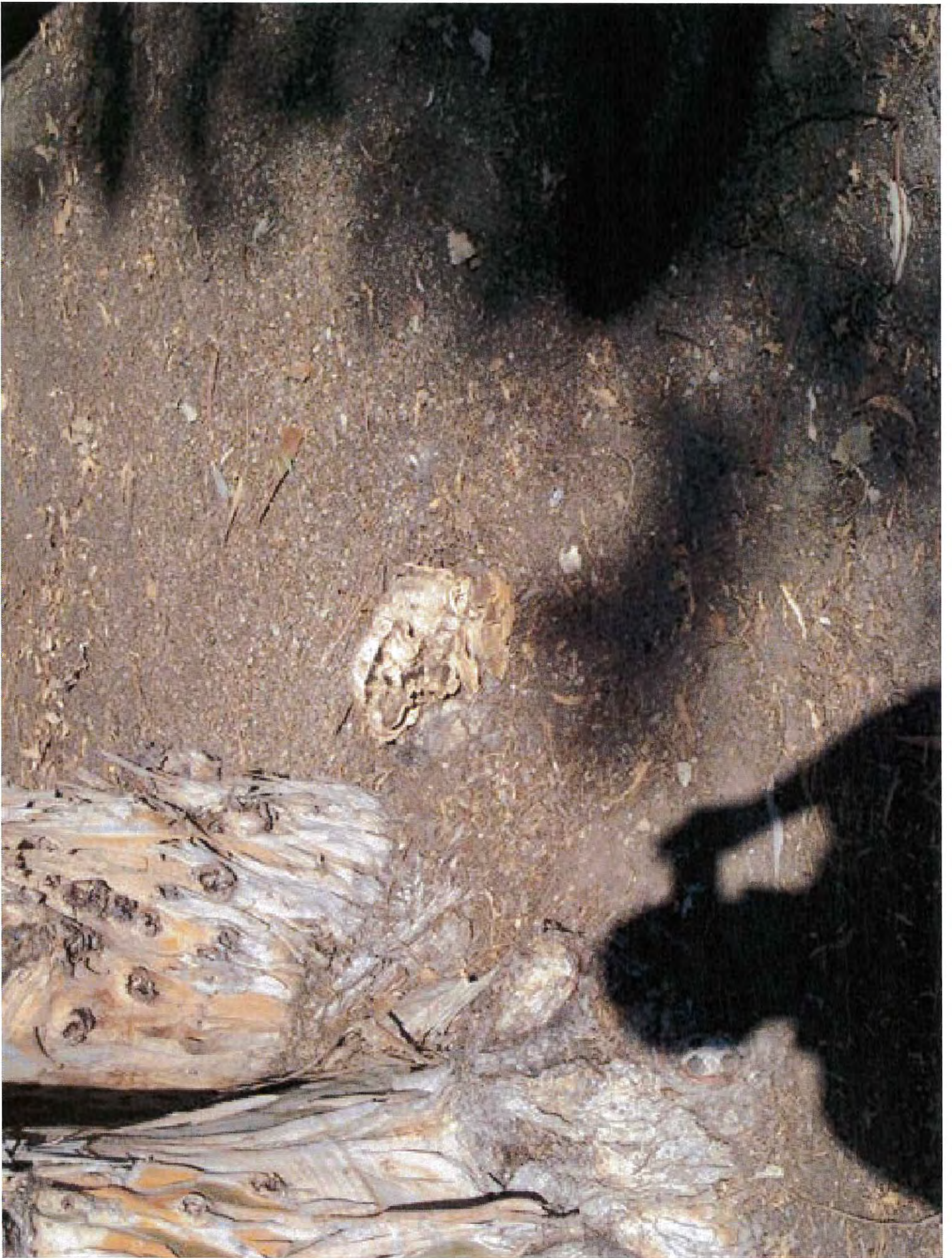


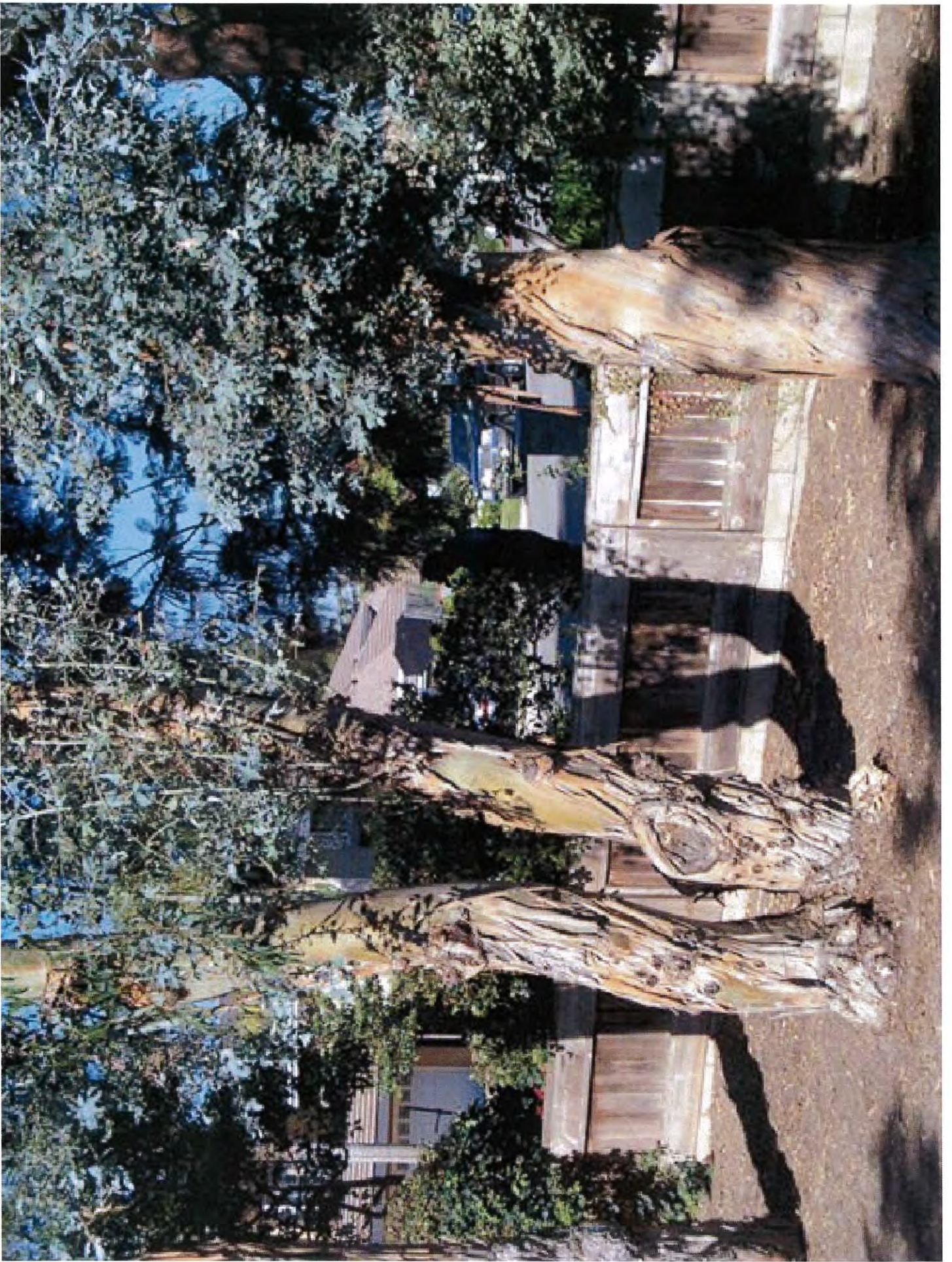




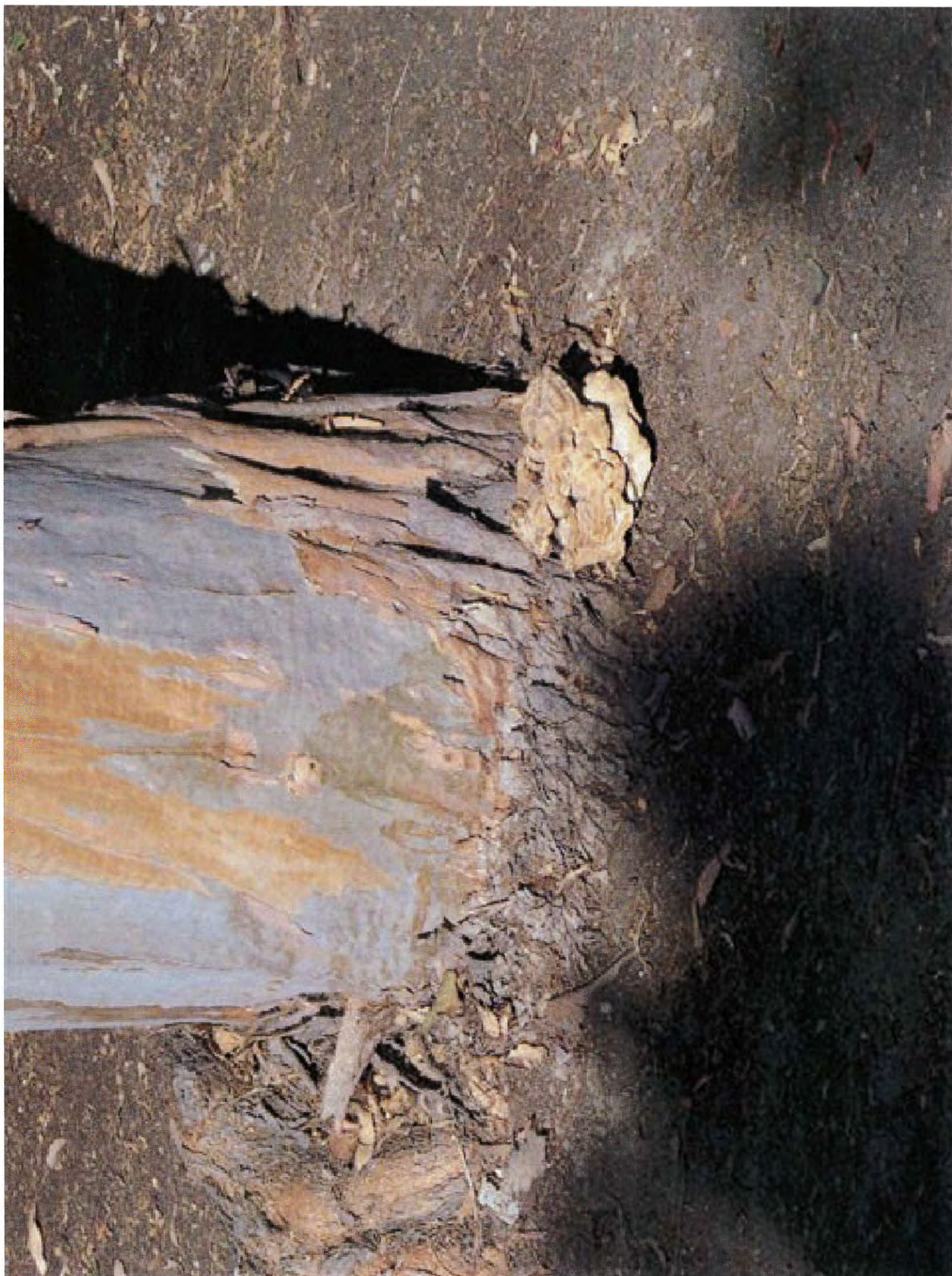


























Municipal Operations Department

PB&R Commission Agenda

Item No. 5B

December 4, 2012

TO: Parks, Beaches and Recreation Commission

FROM: Municipal Operations Director

SUBJECT: *Reforestation Request*

Recommendation

Staff recommends that the Parks, Beaches and Recreation Commission consider for approval the reforestation request of the applicants of Cliff Drive Park area and San Bernardino Avenue to remove and replace four City trees of various species within Cliff Drive Park.

Discussion

City Council Policy G-1, Reforestation of City Trees requires individual property owners living within an area with no formally recognized homeowners association to petition adjacent homeowners within 500 feet of the proposed area and receive a 60% approval of the petitioned.

Staff has received a request from the applicants to remove four City trees of various species within the Park. In addition to paying for the removal of four trees, the applicants are proposing to incur the costs for the planting of four 36-inch box Water Gum trees (*Tristania laurina*) within the park.

The applicants identified three additional trees/shrubs within the park for removal that are not included in this request as noted in the attached Tree Inspection Report:


- A shrub that has been pruned and lowered; therefore, it does not need to be removed.
- A park tree, Canary Island Pine, beyond the view plane, location of removal is not supported by staff.
- A private tree upon private property – City has no jurisdiction of private trees.

The applicants have complied with the requirements of Policy G-1, and have agreed to assume the full cost of the removal and replacement of the City trees, approximately \$2,776 (\$2,100 for the required four 36-inch box replacement trees, and \$676 for four removals). Staff agrees with the applicants that the current trees have been topped and over-pruned for many years to maintain the view plane. These types of trees grow rapidly in vertical shape, requiring annual pruning which is unsightly. The Water Gum is broad-shaped and has a slower growth rate which is more manageable, and will not require annual pruning to maintain the view plane.

Staff has attached a Tree Inspection Report, Tree Inventory Detail, Reforestation Check List, and photographs related to the request.

The applicants have received a copy of this report and a notice of the Commission meeting.

Submitted by:

A handwritten signature in black ink, appearing to read 'Mark Harmon', written over a horizontal line.

Mark Harmon

- Attachments:
- (A) Tree Removal Request Applications
 - (B) Tree Inspection Report
 - (C) Reforestation Checklist
 - (D) Photos
 - (E) Area Map



CITY OF NEWPORT BEACH

MUNICIPAL OPERATIONS DEPARTMENT

SUPPLEMENTAL TREE TRIMMING REQUEST FORM

To initiate the process, please send the following to John Conway, Urban Forester:

- Completed Supplemental Tree Trimming Form;
- Approval letter from the Homeowners Association, if applicant resides in a community with an active association; and
- Check(s) payable to the *City of Newport Beach* in the amount of \$134.00 per tree.

Mail to:

Municipal Operations Department
City of Newport Beach
3300 Newport Boulevard
Newport Beach, CA 92658

Applicant's Name and Address:

DIANE MONROE
411 SAN BERNARDINO Ave
N.B., CA 92663

Phone Number:

H. 949-270-6155 OR 760-271-6774

Address where tree(s) is/are located:

Park area at San Bernardino (C)
and ~~Cliff~~ Dr.

Property owner closest to the tree(s), if different from applicant:

Signature:

Diane Monroe

Printed Name:

DIANE MONROE

Address:

411 SAN BERNARDINO, N.B.

If the tree(s) requested for trimming is not located in front of applicant's address, has the property owner closest to the tree been notified? Yes ☒ No ☐

If the tree(s) requested for trimming is located in a community with a Homeowners Association, has the Homeowners Association been notified? Yes ☐ No ☒ (NO ASSOC.)

Homeowners Association Name: NONE

Date: 6-4-12

Trimming Request*: Attached is a photo from my house, ea. tree is numbered

* Supplemental tree trimming shall be completed in accordance with ISA Standards per City Council Policy G-1.
Note: The City will notify the property owner of the date of trimming, however, a specific time of day cannot be set.

* (4) - may be on private prop. thus not possible

For Office Use Only

Homeowners Association Approval: Y / N Date: _____ Number of trees to be trimmed: _____

Amount enclosed: _____ Date received: _____

→ Requesting minimum of 4 trees be trimmed to unblock ocean view.



CITY OF NEWPORT BEACH

MUNICIPAL OPERATIONS DEPARTMENT

SUPPLEMENTAL TREE TRIMMING REQUEST FORM

To initiate the process, please send the following to John Conway, Urban Forester:

- o Completed Supplemental Tree Trimming Form;
- o Approval letter from the Homeowners Association, if applicant resides in a community with an active association; and
- o Check(s) payable to the *City of Newport Beach* in the amount of \$134.00 per tree.

Mail to:

Municipal Operations Department
City of Newport Beach
3300 Newport Boulevard
Newport Beach, CA 92658

Applicant's Name and Address:

GARY Wecker
2940 CLIFF DR.
NEWPORT BCH, CA 92663

Phone Number:

949-722-2940 (cell 714-915-1914)

Address where tree(s) is/are located:

Front of 2940 CLIFF DR
Pine Tree in Park - Topped & Thinned

Property owner closest to the tree(s), if different from applicant:

Signature: _____

Printed Name: _____

Address: _____

If the tree(s) requested for trimming is not located in front of applicant's address, has the property owner closest to the tree been notified? Yes _____ No _____

If the tree(s) requested for trimming is located in a community with a Homeowners Association, has the Homeowners Association been notified? Yes _____ No _____

R



Municipal Operations Department

November 6, 2012

Human Resources

TO: Deputy Municipal Operations Director
FROM: Parks/Trees Superintendent
SUBJECT: *Tree Removal Review – HOA Reforestation*

Received by: Cmw

PROPERTY OWNER(S) / REQUESTER INFORMATION:

Name: Cliff Drive Park and San Bernardino Avenue Residents

Tree Location(s): Cliff Drive Park

The applicants are requesting the removal of four City trees of various types based on the criteria of the City Council Policy G-1, Reforestation of City Trees. The applicants have agreed to incur the costs of the four City tree removals and replacements with four 36" box size Water Gum trees within the parkway.

REPLACEMENT TREE(S): ☒ **YES** ☐ **NO**
DESIGNATED TREE(S):

Tristania laurina – Water Gum

DEPUTY MUNICIPAL OPERATIONS DIRECTOR – COMMENTS / RECOMMENDATIONS:

Remove 4 trees as described in report.

Signature: *UJR* Date: 11-5-12

RISK MANAGER – COMMENTS / RECOMMENDATIONS:

Risk Mgmt Concurs with Staff Recommendations.

Signature: *Shen Anderson* Date: 11/7/12

CITY MANAGER – COMMENTS / RECOMMENDATIONS:

OK

Signature: *Josau* Date: 11/18/12



Municipal Operations Department

TREE INSPECTION REPORT

Name: Cliff Drive Park and San Bernardino Avenue Residents

Tree Locations: Cliff Drive Park

Request: Applicants are requesting of the Municipal Operations Department staff for the removal of a minimum of four City trees of various types based on the criteria of the City Council Policy G-1, Reforestation of City Trees. Applicants have agreed to incur the costs of the four tree removals and replacements of four 36" box Water Gum trees within the park. The applicants have identified six trees/shrubs (see attached photo) within the park for removal. The following identified by #1, #4, and #6 are not included in this request as noted:

#1 – a shrub that has been pruned and lowered. Therefore, no need to remove.

#4 – this is a park tree, Canary Island Pine, beyond the view plane, staff does not support removal of this tree.

#6 – this is a private tree upon private property. The City has no jurisdiction of private trees.

Staff supports removal of #2, #3 (2 trees), #5 – which are a total of four trees. These trees are within the view plane and are pruned excessively to accommodate the view. Replacement of these trees with the Water Gum will insure a constant view plane since these trees will not grow into the view plane.

Botanical/Common Names: Various types – see attached tree site info

Designated Street Tree: Various types – see attached tree site info

Estimated Trees Value: Various types – see attached tree site info

Damage: N/A

Parkway: Concrete Brick Turf (X) Other

Comments: A field inspection confirmed four healthy City trees with severe topping to accommodate the view plane.

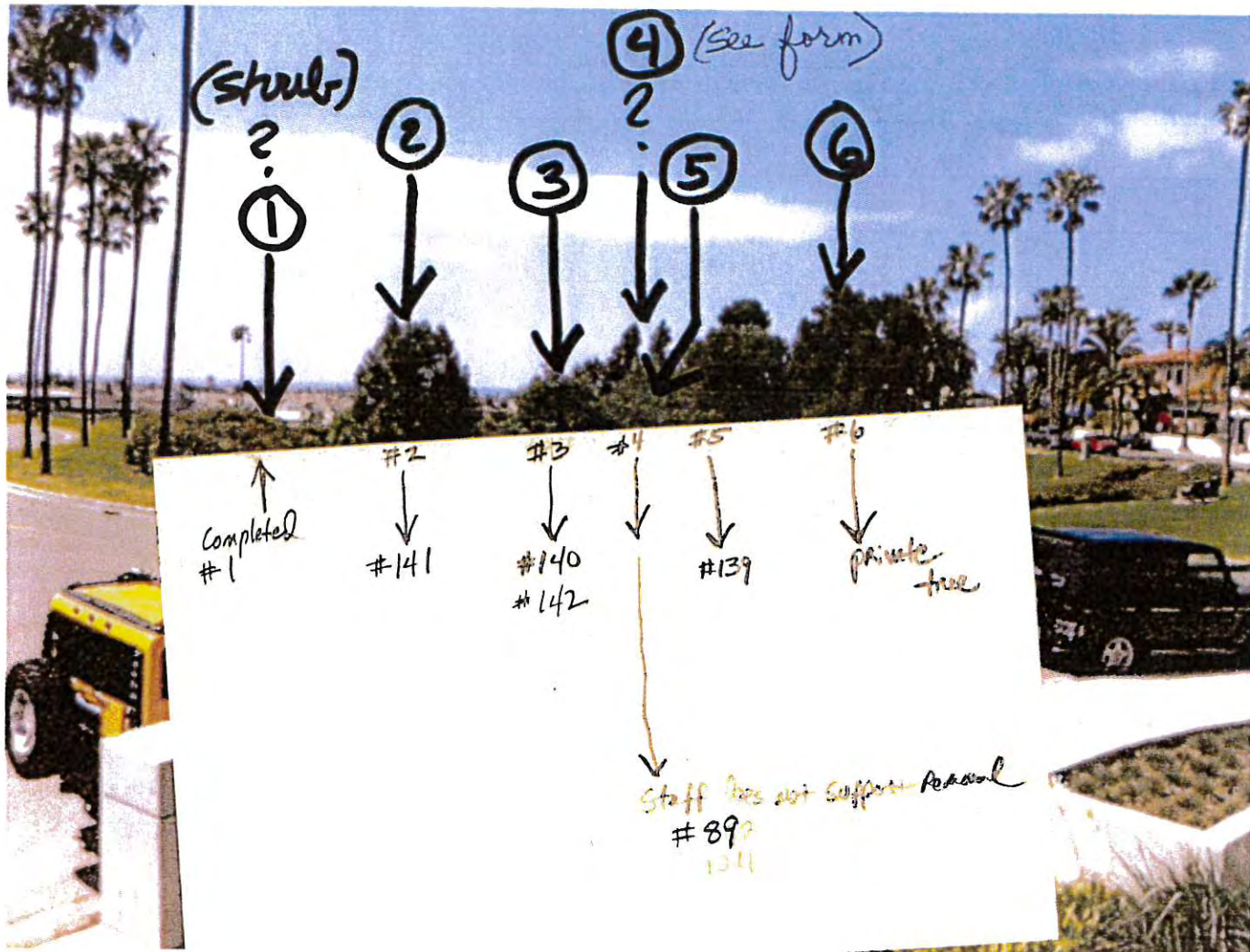
Inspected by: 
John Conway, Urban Forester

Date: October 15, 2012

Recommendation: Forward the reforestation request to the Parks, Beaches and Recreation Commission for review and approval.

Reviewed by: 
Dan P. Sereno, Parks and Trees Superintendent

Date: October 15, 2012







Municipal Operations Department

PB&R Commission Agenda

Item No. 5C

December 4, 2012

TO: Parks, Beaches and Recreation Commission

FROM: Municipal Operations Director

SUBJECT: *Reforestation Request*

Recommendation

Staff recommends that the Parks, Beaches and Recreation Commission consider for approval the reforestation request of The New Port Theater (TNT) to remove and replace a City Hong Kong Orchid tree at 2905 East Coast Highway, Corona del Mar.

Discussion

City Council Policy G-1, Reforestation of City Trees requires that individual property owners living within a legally established community association area with mandatory association membership must petition for reforestation through their respective association.

Staff has received a request from the Corona del Mar Business Improvement District (CDM BID) to remove a City Hong Kong Orchid tree at 2905 East Coast Highway, Corona del Mar. In addition to removing one tree, the CDM BID Board of Members has approved the removal and replacement, as proposed by TNT of the Hong Kong Orchid tree with a King Palm tree. TNT has agreed to incur the cost of removal and replacement. TNT had been concerned because the existing Orchid tree blocked the marquee on the refurbished theater.

TNT has complied with the requirements of Policy G-1, and has agreed to assume the full cost of the removal and replacement of the City tree, approximately \$4,978 (\$4,900 for the required replacement tree, and \$78 for one removal). Staff agrees with the TNT that the current tree, Hong Kong Orchid, has been topped and over-pruned for many years to maintain the sign clearance. This type of tree grows rapidly in an upright shape, requiring annual pruning which is unsightly. The King Palm tree has a slower growth rate which is more manageable, and will not require annual pruning to maintain the sign clearance if planted at a minimal box size of 54" with a 20' height.

Staff has attached a Tree Inspection Report, Tree Inventory Detail, Reforestation Check List, and photographs related to the request.

TNT and the CDM BID have received a copy of this report and a notice of the Commission meeting.

Submitted by:

A handwritten signature in black ink, appearing to read "Mark Harmon".

Mark Harmon

Attachments: (A) HVHS HOA Board of Directors Minutes
(B) Tree Removal Request Application
(C) Tree Inspection Report
(D) Reforestation Checklist
(E) Photos



**Corona del Mar Business Improvement District
Board Meeting Minutes
October 25, 2012
CdM Chamber of Commerce Offices**

Board Members Present:

Bernie Svalstad, Jim Walker, Ali Zadeh, Scott Laidlaw, Tom Nicholson and Keith Dawson

Board Members Absent:

Tina Hoover

Ex Officio:

Scott Palmer

Guest(s):

Amy Senk / Nancy Gardner / Ed Selich / Dan Purcell / Jim Mosher / Jessica Prouse (The New Port Theater)/ Karen Tringali / Ron Yeo

1. Call to Order at 7:33 AM

2. Roll Call

The Chairman called the roll and determined that a quorum was in place.

3. Public Comments

Amy Senk announced that due to budget constraints, she is leaving the Daily Pilot but will be employed by the Newport Independent, effective Sunday, October 28, 2012.

4. Approval of Minutes

Guest Jim Mosher reported that Brad "Sommers" name was still misspelled as was "Bandera". Mosher further reported that Measure EE prohibits class "claims" not class "actions".

MOTION:

Tom Nicholson moved to approve the Minutes of the September 27, 2012 meeting as corrected. Jim Walker seconded and the Motion was approved by unanimous vote.

///
///

5. Current Business

MOTION:

Because of a scheduling conflict, Bernie Svalstad moved to advance the BID Administrator Update in Item E of Current Business to be considered out of order. Jim Walker seconded and the Motion was approved by unanimous vote.

E. Bid Administrator Report (taken out of order)

Tom Nicholson reported that he and Bernie Svalstad met with Nancy Gardner and Dave Kiff and recommended that a special meeting be arranged to consider two options regarding the organization of the BID. Nancy Gardner explained that the BID could continue as it is presently organized which entails City involvement in the letting of contracts and budgetary issues or an independent non-profit entity could be established that would report to the City annually but would be renewed every five years. Nancy indicated that the new entity could be styled after the 1994 Tourism BID Act. Bernie commented that 51% of the BID membership based on total gross assessments would have to vote in favor of creating a new BID entity. Based on the large number of factors to consider, it was agreed that a special meeting would be necessary and that Dave Kiff and a representative from the City Attorney's office should attend the meeting. Jim Walker suggested that a representative from the Restaurant Association should attend the meeting.

MOTION:

Tom Nicholson moved to arrange a meeting with Dave Kiff and a representative from the City Attorney's office to discuss BID organizational options. The meeting would tentatively be scheduled for November 1, 2012 at 7:30 a.m. at the City Hall. Jim Walker seconded the Motion which was approved by unanimous vote.

A. City Council Report

Nancy Gardner thanked the BID board for its help with the "Share to Road" banners in CDM increasing awareness of the upcoming sharrows lane markings which will be installed within the next two weeks. Ed Selich indicated that the new City Hall is on schedule but that move-in date for the staff will be delayed slightly.

B. Village Maintenance Items.

Scott Laidlaw reported that the bench and trash can enclosure that the BID moved to purchase for installation in front of The New Port Theater had to be purchased by the BID, not by the City, but that the City would install them without charge. He added that the City had requested a drawing indicating where the bench and trash can enclosure would be located. Scott Palmer recommended that the bench and trash enclosure should not be ordered until the City approves the location. Scott Laidlaw indicated that he would request an invoice for the bench and trash can enclosure from the vendor.

Jessica Prouse of The New Port Theater requested that the Hong Kong orchid tree which is located in front of the theater be removed or relocated because it blocks the view of the marquee. She circulated a photograph of the Port Theater in its early days as evidence that there was no tree present at that time.

MOTION:

Scott Laidlaw moved to approve the removal and relocation of the Hong Kong orchid tree in front of The New Port Theater. There was no second. No vote taken.

Discussion: Scott Palmer indicated that several requests have been made by business owners to have trees in front of their businesses removed. Scott Laidlaw suggested replacing the Hong Kong orchid tree with a mature King Palm which would be high enough that its frawns would not block the view of the marquee.

MOTION:

Scott Laidlaw then amended his motion and moved to approve the removal of the Hong Kong orchid tree in front of The New Port Theater and to replace it with a mature King Palm. Keith Dawson seconded. No vote taken.

Discussion: Jim Walker indicated that the Hong Kong orchid tree should be relocated to another location within CDM. Nancy Gardner indicated that The New Port Theater should bear the cost of removing and relocating the Hong Kong orchid tree as well as the cost for acquiring and installing the King Palm.

AMENDED MOTION:

Scott Laidlaw then further amended his motion and moved to approve the removal of the Hong Kong orchid tree in front of The New Port Theater, that it be relocated to a predetermined location and to replace it with a mature King Palm, with all costs to be paid by The New Port Theater. Jim Walker seconded and the Motion was approved by unanimous vote.

C. Parking Sub-Committee

Jim Walker reported that the Parking Sub-Committee met with Jim Campbell and Brenda from the City and it was agreed to focus resources on the parking issues that exist in the northern area of CDM. Jim recommended that the Walker Parking Study and the Balboa Village Study should be carefully reviewed before consideration is given to hiring a parking consultant. Jim reported that Brenda agreed to assist in defining the scope of work if a parking consultant was retained. Jim indicated the need to calculate the number of walk-in patrons versus patrons who drive to local businesses. Scott Palmer indicated that the Walker Parking Study focused on all of CDM versus the commercial strip and that there is a need to narrow the focus on specific areas of CDM. He added that the BID needs to look at how the parking restrictions impact the revitalization effort and what the BID can do to promote policies that look to the future. Scott Laidlaw indicated that the BID needs to focus on amending the parking requirements for businesses so as to be forward-thinking. Ed Selich reported that businesses should get credit for available on-street parking.

D. Revitalization/CAP Committee Report

Merge Lane Study Update

Bernie Svalstad reported that the City Council agreed to continue the hearing on the merge lane project to the next City Council meeting, but that the lane delineators would be removed. He indicated that the City's staff report concluded that the merge lane project resulted in increased traffic congestion and that three options are available: 1. modify the merge lane configuration to reduce traffic congestion ; 2. propose an entirely new design, or: 3. abandon the project. Bernie commented that the merge lane project as presently configured is essentially "dead" as a result of the staff report.

MOTION:

Jim Walker moved to amend the existing merge lane plan. Scott Laidlaw seconded the motion. No vote taken.

Discussion: Ron Yeo commented that "eight feet of landscaping is better than eight feet of asphalt". Ed Selich suggested that Dave Webb at the City could offer suggestions on possible ways to reconfigure the project. There was discussion regarding relocating the parking spaces on PCH rather than eliminating them. The option of making a portion of Carnation one-way was also discussed.

AMENDED MOTION:

Jim Walker moved to hire as landscape architect and submit a revised plan. Scott Laidlaw seconded the motion. Vote taken: 1 yea - 4 nay. Motion failed.

ALTERNATE MOTION:

Scott Laidlaw moved to present the existing merge lane plan to the City Council and seek approval. In the event the City Council is inclined to disapprove the existing plan, the BID would consider modifications of the existing plan as recommended by staff. Ali Zadeh seconded and the motion was approved by unanimous vote.

Guest Dan Purcell commented that building owners should modify the facades of their buildings to accommodate patio seating areas and that entry doors should open inward rather than outward onto the sidewalk. Nancy Gardner commented that the fire code requires that building entry doors open outward toward the sidewalk.

Pocket Park

Ed Selich reported the concept of a "pocket park" on the triangular section of land on the property occupied by Hobie Sports . The pocket park would consist of landscaping and a terraced seating area.

MOTION:

Ali Zadeh moved to pursue the investigation of a “pocket park” on the property occupied by Hobie Sports . Keith Dawson seconded and the motion was approved by unanimous consent.

E. Administrative & Financial Report

Scott Palmer presented the BID’s year-to-date Profit & Loss and Balance Sheet and indicated that the BID presently has \$155,000 cash on hand and that \$99,000 of the anticipated receipts from BID dues had been received. He added that the BID’s year-to-date expenses of approximately \$50,000 were on track with the budget.

MOTION:

Scott Laidlaw moved to approve the financials; Jim Walker seconded and the Motion was approved by unanimous vote.

Bylaws Update No report

F. Marketing / Outreach Report

Fall Marketing Campaign

In the absence of Linda Leonhard who is out of town, Bernie Svalstad reported that six full page ads ran during October in the Daily Pilot, the Newport Independent and in the Laguna Beach Independent. The ads introduced the BID’s QR Code which directs consumers to the BID’s website where an incentive is offered for “Enter to Win” tickets to the Christmas Walk Opportunity Drawing. Bernie reported that web page visitor spikes coincided the publication of the full-page ads.

Bernie reported that he presented the Beautification Award to The New Port Theater at the Chamber’s luncheon at Five Crowns. Avila’s El Ranchito will be receiving its beautification award on October 30th at the Chamber mixer.

Bernie reported that the BID’s marketing materials for the Christmas Walk include Information Brochures, merge lane posters and banner. Inquiry was made if the BID would like anything else developed (such as the interactive poster) for the Christmas Walk.

Bernie indicated the need for BID volunteers to work the BID’s booth at the Christmas Walk between 11:00 a.m. and 4:00 p.m.

CDM Chamber Report - No report.

6. CORONA DEL MAR BID ANNOUNCEMENTS - FUTURE AGENDA ITEMS

How can pedestrian crossing of PCH be improved?

7. ADJOURNMENT

The meeting was adjourned at 9:12 a.m.

Next meeting: November 29, 2012



CITY OF NEWPORT BEACH

Municipal Operations Department

Tree Removal or Reforestation Application

Per City Council Policy G-1 (Retention or Removal of City Trees), I am requesting a tree removal(s) to be reviewed by staff and submitted to either the Parks, Beaches, and Recreation Commission for consideration at a future meeting or the appropriate City approving authority. Commission meetings are held on the first Tuesday of each month (except for holidays) at 6:00 p.m. in the Council Chambers.

ORCHID TREE

Indicate the number and specie(s), (if known) of tree(s).

Located at: 2905 E. COAST HIGHWAY, CORONA DEL MAR, CA 92625

Please be as specific as possible

Requestor

- ☒ Property Owner
☐ Community Association
☐ Other

Address/ Phone (Daytime) / Email

4343 VON KARMAN AVE 3RD FLOOR
NEWPORT BEACH, CA 92660
jprause@picoco.com / (949) 640-0801

Signature:

Date: OCT. 31, 2012

Print Name: JESSICA PRAUSE

If this is a reforestation request proceed to the reverse side of this form

Section A. For Tree Removal Requests Only

Removal Criteria (Check one or more)

Please provide copies of photos, bills, documents or any other related material that will verify the checked items.

- ☐ Proven and repeated history of damaging public or *private, sewers, water mains, roadways, sidewalks, curbs, walls, fences, underground utilities or foundations.
(*Greater than \$500)

- ☐ Repeated history of significant interference with street or sidewalk drainage.

- ☐ Dying Has no prospect of recovery.

- ☐ Diseased Cannot be cured by current arboricultural methods.

- ☐ In advanced state of decline with no prospect of recovery.

- ☐ Hazardous Defective, potential to fail, could cause damage to persons/property upon failure. Assessment by Urban Forester will identify structural defects, parts likely to fail, targets-if fails, procedures and actions to abate.

- ☐ Beautification Project In conjunction with a City Council-approved City, commercial, neighborhood, or community association beautification program.

Section B. For Reforestation Requests Only

Reforestation is the concept of systematically replacing Problem or All Other Trees which are creating hardscape and/or view problems and cannot be properly trimmed, pruned or modified to alleviate the problem(s) they create, or those which have reached their full life, and are declining in health, or are simply the wrong species of tree(s) for the planted location.

As initiated by:

<input checked="" type="checkbox"/>	Property Owner
<input type="checkbox"/>	Community Association
<input type="checkbox"/>	Other _____

Check all items applicable:

- | | |
|-------------------------------------|--|
| <input type="checkbox"/> | Tree(s) causing curb, gutter, sidewalk or underground utilities damage. |
| <input checked="" type="checkbox"/> | Wrong tree species for location |
| <input type="checkbox"/> | View encroachment |
| <input type="checkbox"/> | Area has clearly defined contiguous boundaries that include the tree(s) proposed. |
| <input type="checkbox"/> | Residential communities, neighborhoods, or business organizations who apply for reforestation must submit a petition signed by a minimum of 60% of the property owners within the area defined. |
| <input checked="" type="checkbox"/> | Areas represented by a legally established community association, may submit a resolution of the Board of Directors formally requesting a reforestation. |
| <input type="checkbox"/> | Individual property owners must submit a petition signed by a minimum of 60% of a maximum of 30 private property owners (up to 15 contiguous private properties on both sides of the street up to 500' in either direction from the location of the proposed reforestation site) as well as the endorsement of the appropriate homeowners' association, if applicable. |

*A request for reforestation requires a written agreement submitted to the Parks, Beaches, and Recreation Commission by the petitioning sponsor (Individual private property owner(s) or group) to pay 100% of the costs of the removal and replacement of the public tree(s) in advance of any removal activity. The actual removal and replanting will be coordinated by the General Services Department using the City tree maintenance contractor.

*There shall be a minimum of a one-for-one replacement of all tree(s) removed in reforestation projects. Replacement tree(s) shall be a minimum size of 36" boxed tree and cost \$575 per typical tree or \$775 per specialty tree, unless the parkway space will not accommodate a 36" boxed tree or a tree cannot be planted due to planting restrictions contained in City Council Policy G-6.

This form does not replace the requirements of any of the City tree policies. Its use is intended to expedite the tree removal or reforestation requests and to ensure compliance with all City requirements. Please refer to individual City Council Policy G-1 for additional information.

Requestor Comments:

Removals, except emergency, will be subject to the notification processes, time frames and authority as specified in the City Council G-1 Policy.



Municipal Operations Department

November 19, 2012

TO: Deputy Municipal Operations Director
FROM: Parks/Trees Superintendent
SUBJECT: *Tree Removal Review – HOA Reforestation*

COPY

PROPERTY OWNER(S) / REQUESTER INFORMATION:

Name: The New Port Theater (TNT)

Tree Location(s): 2905 Coast Hwy E / Front -1

The Corona del Mar Business Improvement District (CDM BID) is requesting removal of one City Hong Kong Orchid tree based on the criteria of the City Council Policy G-1, Reforestation of City Trees. TNT has agreed to incur the costs of the one tree removal and replacement of one 54" box size King Palm tree within the parkway.

REPLACEMENT TREE(S): ☒ **YES** ☐ **NO**
DESIGNATED TREE(S):

Archontophoenix cunninghamiana – King Palm

DEPUTY MUNICIPAL OPERATIONS DIRECTOR – COMMENTS / RECOMMENDATIONS:

Remove existing Hong Kong Orchid tree to allow reforestation to proceed.

Signature: *Ulr*

Date: 11-21-12

RISK MANAGER – COMMENTS / RECOMMENDATIONS:

Risk Mgmt concurs with tree removal

Signature: *Sheri Anderson*

Date: 11/21/12

CITY MANAGER – COMMENTS / RECOMMENDATIONS:

SM

Signature: *Joey*

Date: 11/27/12



Municipal Operations Department

TREE INSPECTION REPORT

COPY

Name: The New Port Theater (TNT)

Tree Locations: 2905 Pacific Coast Hwy E / Front - 1

Request: The Corona del Mar Business Improvement District (CDM BID) is requesting of the Municipal Operations Department staff for the removal of one City Hong Kong Orchid tree based on the criteria of the City Council Policy G-1, Reforestation of City Trees. TNT has agreed to incur the costs of the one tree removal and replacement of one 54" box size King Palm tree within the parkway.

Botanical/Common Names: Bauhinia blakeana – Hong Kong Orchid tree

Designated Street Tree: Archontophoenix Cunninghamiana – King Palm tree

Estimated Trees Value: \$700

Damage: N/A

Parkway: **Concrete** **Brick** **Turf** **Other**

Comments: A field inspection confirmed one healthy City tree that has been topped and over pruned for many years to maintain the sign clearance.

Inspected by: John Conway **Date:** November 19, 2012
John Conway, Urban Forester

Recommendation: Forward the reforestation request to the Parks, Beaches and Recreation Commission for review and approval.

Reviewed by: Dan P. Sereno **Date:** November 19, 2012
Dan P. Sereno, Parks and Trees Superintendent

Show/Hide Map

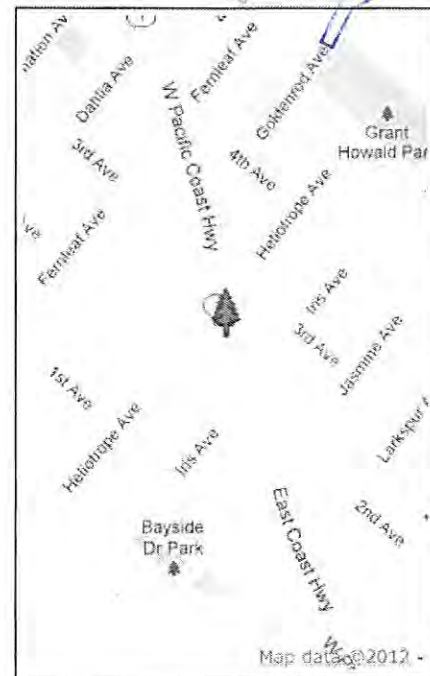
Print Report

Inventory Detail

Dist: 12
 Address: 2905 PACIFIC COAST HWY /E
 Fictitious: No
 Location: Front-1
 On Address: 2905 PACIFIC COAST HWY /E
 Species: *Bauhinia blakeana*, HONG KONG ORCHID TREE
 DBH/Height: 0-6 / 15-30
 Parkway Size: 4
 Utility Overhead: No
 Sidewalk Damage: No
 Recommended Maintenance: Grid Trim
 Estimated Value \$700

WCA Work History

Date	Work Type	Amount	Job#
10/10/2012	Service Request Pruning	\$39.00	22387
10/3/2011	Service Request Pruning	\$39.00	19262
3/16/2011	Service Request Pruning	\$39.00	16792
7/8/2010	Service Request Pruning	\$39.00	16789
8/28/2009	Service Request Pruning	\$39.00	14397
4/24/2009	Service Request Pruning	\$39.00	12665
5/29/2008	Service Request Pruning	\$39.00	11064
6/29/2007	Grid Pruning	\$39.00	9762
7/24/2003	Service Request	\$39.00	6071
1/15/2003	Grid Trimming	\$39.00	5154
3/7/2002	Service Request	\$39.00	4184
6/8/2001	Plant 24" Box w/o RB	\$160.00	3581

**Other Work History**

Date	Work Type	Crew	Acct#	Min
------	-----------	------	-------	-----



Municipal Operations Department

Reforestation Check List

	Verified by:	Urban Forester	Parks and Trees Superintendent	General Services Director
<input type="checkbox"/> Legally Established Homeowners Association		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Individual Private Property Owner(s)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Reforestation Application		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> (90) days Reforestation Request Compliance		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Resolution of the Board of Directors, Minutes, Notices (Legally Established Homeowners Association)		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Damage/Impact

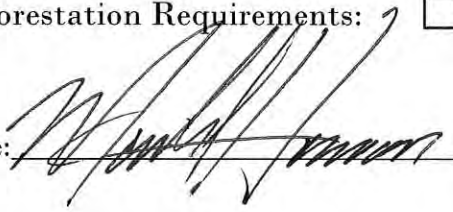
<input type="checkbox"/> Blue Water View Impact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Incorrect Tree Species	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Hardscape Damage:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Curb/Gutter			
<input type="checkbox"/> Sidewalk			
<input type="checkbox"/> Utility			

Individual Private Property Owner(s) ONLY

	Verified by:	Urban Forester	Parks and Trees Superintendent	General Services Director
<input type="checkbox"/> Written Agreement by Individual Property Owner(s)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Staff Approved Petition		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Property Owners Signatures Verified		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Meets 60% Reforestation Criteria:		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

#___Property owners notified %___Agreed with removal

Meets **Minimum** Reforestation Requirements: YES ☐ NO ☐

Department Signature: 

Date: 11/27/12

City Attorney Reviewed: _____

Date: _____

美利品
二

20' BTH
Single-trunk
King Palm

